

# PHA Plan

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Area Housing Authority of the County of Ventura

**PHA Number:** CA092

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2001

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: The vision of the Area Housing Authority of the County of Ventura (AHA) is to afford shelter, stability, and self-sufficiency for the community to ensure a sustainable quality of life. The AHA's mission is to be a catalyst to provide opportunities and assistance to people in need of affordable housing through partnerships with the communities we serve.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ **PHA Goal: Expand the supply of assisted housing for families in low-income ranges.**

**Objectives:**

- ☒ Apply for additional rental vouchers when funding becomes available.
- ☒ Reduce public housing vacancies by maintaining goal of 98 percent occupancy (i.e., vacancy of 2 percent or less).
- ☒ Leverage private or other public funds to create additional housing opportunities:
- Continue collaboration with all jurisdictional areas to develop strategies to address the extreme shortage of affordable housing throughout Ventura County.
  - Continue to administer the Ventura Cities Mortgage Finance Authority's down-payment assistance program designed to make home ownership a reality for families.

Area Housing Authority of the County of Ventura

- Apply for tax-credit allocations as appropriate.
- Through collaboration with the Ventura County Behavioral Health Department, Villa Calleguas Inc., and Partners In Housing (a community housing development organization), provide management services for an independent living facility for the mentally ill in Camarillo, CA. (The complex will consist of 24 1-bedroom units, a 3,000 square-foot community building, and recreational facilities.)
- Endeavor to build or acquire units for conversion to homeownership during the next five years.
- Collaborate with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
  - Partners in Housing.
  - Habitat for Humanity.
  - Many Mansions.
  - Cabrillo Economic Development Corporation.
  - Ventura County Housing and Homeless Coalition.
- Consider application to jurisdictional areas for CDBG funds to agencies and non-profit organizations that provide either: 1) transitional or emergency shelter for the homeless, 2) grants or loans to extremely low-income households in order to assist them with housing in order to avoid becoming homeless, and 3) assistance to homeless persons (including those with special needs) to make a transition to permanent housing.
- Coordinate with jurisdictional areas on priority to assist families who are not homeless, but require supportive housing. Investigate feasibility of application for CDBG funding to agencies and groups which provide supportive services to extremely-low, low-, and moderate-income residents.

☒ Acquire or build units or developments. Investigate opportunities to acquire additional property:

- Identify/locate available property:
  - Utilize real estate agencies.
  - Obtain notification of available HUD property.
  - Negotiate best value for least dollars.
- Use leverage financing to acquire maximum property value.
- Purchase new housing stock.
- Seek donors for Charitable Remainder Trusts:
  - Contact attorneys and CPAs in Ventura County.
  - Place ads in newspapers or publish articles on AHA community work/involvement.

☒ Other:

- Apply for additional funding as Notices of Funding Availability (NOFAs) become available to increase the number of rental vouchers.
- Establish database of similar/related organizations as tool for partnership development; form coalitions/partnerships with organizations to increase housing opportunities for clients:
  - Identify and contact similar/related organizations with same goals of enhancing affordable housing or assisting low-income residents.
  - Meet with identified organizations.
  - Identify and secure data sources.
  - Establish database and analytical requirements to include:
    - \* Organizations and housing projects.
    - \* Personnel/staff resources.
    - \* Sources of funding.
  - Determine if coalition formation is valid/beneficial.
- Continue collaboration with all jurisdictional areas to provide additional funding resources to acquire, rehabilitate, or build affordable housing, maintain affordable rents, and provide Section 8 vouchers.
- Participate in jurisdictional areas' (e.g., City of Simi Valley's Affordable Housing Program) to take advantage of density bonuses and/or other financial incentives to develop apartment units which are affordable to extremely-low, low-, and moderate-income families.

☒ **PHA Goal: Improve the quality of assisted housing and provide a safe, secure, and improved living environment.**

**Objectives:**

- ☒ Improve public housing management PHAS score.
- ☒ Improve voucher management SEMAP score.
- ☒ Increase customer satisfaction: Provide favorable response to PHDEP resident survey.
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units: Utilize Capital Fund to implement site and structural improvements.
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other: (list below)
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
    - Offer incentives as described in Administrative Plan to attract higher income families into lower income areas.

- Implement public housing security improvements through the Public Housing Assessment System (PHAS) and Comprehensive Grant improvements.
- Continue to apply for and effectively administer Public Housing Drug Elimination Program (PHDEP) grant funding:
  - Achieve measurable goals as identified in the PHDEP Plan.
  - Continue crime analysis tracking in coordination with Ventura County Sheriff's Department.
- Continue collaboration with Ventura County Sheriff's Department to reduce evictions due to criminal law violations through aggressive screening procedures.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections):
  - Analyze:
    - \* Increasing use of contracting for services in various aspects of operations.
    - \* Maintenance of units.
    - \* Other costs related to public housing.
  - Maximize public housing lease-up.
  - Apply for grants for ancillary programs related to public housing as NOFAs become available (i.e., family and elderly supportive services, drug elimination, family unification).
- Pursue additional grant funding:
  - Determine resident unmet needs that may be facilitated through grant funding.
  - Research grant availability and applicability.
  - Develop appropriate list of grants.
  - Develop calendar/schedule of grant applications.
  - Attend seminars related to grant applications.
  - Evaluate and respond to Requests for Proposal (RFPs) as appropriate.
  - Continue to form coalitions with other agencies to jointly apply for grants.

☒ **PHA Goal: Increase assisted housing choices**

**Objectives:**

- ☒ Provide voucher mobility counseling: Continue to maintain lists of available housing in all neighborhoods within the AHA's jurisdiction to ensure greater mobility and housing choices.
- ☒ Conduct outreach efforts to potential voucher landlords. Educate "stakeholders" in Section 8 Program benefits and changing regulations to program requirements:
  - Hold quarterly educational meetings with property owners and managers.

- Facilitate better communication with owners/managers on changing regulations.
- Develop and distribute quarterly newsletter for owners/managers and clients on changing regulations.
- ☒ Increase voucher payment standards: Continue pro-active position on applying for and maintaining exception rents.
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☒ Implement public housing site-based waiting lists: Continue community-wide waiting list in which applicants may designate the development(s) in which they seek to reside (i.e., a site-based waiting list).
- ☒ Convert public housing to vouchers. Pursue conversion of public housing developments to tenant-based (voucher) assistance:
  - Conduct conversion assessment for each property in accordance with HUD requirements. Assessment to include:
    - Cost analysis.
    - Market value/appraisal.
    - Rental market conditions.
    - Impact analysis.
  - Develop and submit Conversion Plan to HUD for approval.
- ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Conduct annual analysis of tenant incomes as identified in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP) to assist in deconcentration efforts.
  - Offer incentives for higher income families as identified in PH ACOP.
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Conduct annual analysis of tenant incomes as identified in PH ACOP to assist in deconcentration efforts.
  - Retain provision as identified in PH ACOP to allow skipping of a family on the waiting list specifically to reach another family with a lower or higher income. Such skipping will be uniformly applied until the target threshold is met.
- ☒ Implement public housing security improvements as proposed in 5-Year Action Plan for Capital Fund expenditures.

Area Housing Authority of the County of Ventura

- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)



**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☒ **PHA Goal: Promote self-sufficiency and asset development of assisted households**

**Objectives:**

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability: Continue to offer supportive services under PHDEP funding to assist with training, educational costs, class materials, and other related needs.
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)
  - Administer EDSS grant funding to provide supportive services and wellness programs for independent living for the elderly and disabled.
  - Maintain the partnership with the Ventura County Human Services Agency and the Housing Authorities of the cities of Oxnard, San Buenaventura, and Santa Paula to provide housing assistance for welfare-to-work families. In conjunction with the CalWORKS program, this consortium identifies strategies, such as applying for additional Section 8 vouchers, to facilitate stable, affordable housing for families trying to focus on employment and self-sufficiency issues.
  - Continue support for AHA's Regional Resident Council to increase membership and level of participation.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for All Americans**

☒ **PHA Goal: Ensure equal opportunity and equal treatment for applicants, participants, and AHA employees and affirmatively further fair housing**

**Objectives:**

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Follow equal opportunity and equal treatment policies as defined in the PH ACOP and Section 8 Administrative Plan.
- ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Continue to ensure that "accessible units" are identified to applicants and that no non-mobility impaired families are offered a unit until all eligible

mobility-impaired applicants have been considered in accordance with established policies.



Other: (list below)

- Continue to operate the AHA in full compliance with all equal opportunity laws and regulations:
  - Reinforce affirmative measures to ensure access to assisted housing and a suitable living environment for families living in assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
  - Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents and creation of resident-owned businesses.
  - Undertake affirmative measures to improve availability of assisted housing for persons with all varieties of disabilities.

**Other PHA Goals and Objectives: (list below)**

☒ **PHA Goal: Preserve existing housing.**

**Objectives:**



Partner with local jurisdictions to increase opportunities for housing preservation efforts:

- Continue collaboration with all jurisdictional areas to maintain and improve the existing housing stock in the county by reducing housing deterioration.
- Participate in jurisdictional programs to assist non-profit groups in securing local and other sources of funds for the acquisition and rehabilitation of single family and multi-family structures for affordable housing.



Identify opportunities to acquire properties/complexes that may be converted to market rate rentals (Section 202).



Maintain the AHA's real estate in a decent condition.

☒ **PHA Goal: Enhance the marketability and perception of both public housing and the AHA.**

**Objectives:**



Improve the "image" of public housing in the local communities and achieve a high level of customer satisfaction to ensure the highest score possible in this PHAS rating element:

- Emphasize the use of the term "AHA-owned properties" or "affordable housing units" versus "public housing" to help eliminate the associated/perceived stigma.
- Preserve the existing "curb appeal" of the AHA's public housing units through continued upkeep, landscaping maintenance, and other efforts.

- Continue implementation and improvement of preventative maintenance plan.
- Continue to maintain a response time of less than 24 hours for emergency work orders.
- Continue to remove graffiti and other defacement within 24 hours of discovery/report.
- ☒ Promote positive public relations for the AHA; enhance program awareness/knowledge; coordinate with local officials to increase program effectiveness:
  - AHA Executive Director to continue to speak at least annually to numerous civic, religious, or fraternal organizations on what the programs can do for them and their members/constituents.
  - AHA management staff to ensure that as many positive stories as possible appear in the local media concerning the AHA and its operations.
  - Continue to emphasize an outreach program to inform the community of its efficient management approach and operations.
  - Establish consistency in information dissemination.
  - Coordinate with and participate in Ventura County's "Client Track" system, an electronic information access and integration database. (The system integrates information from various agencies and organizations (i.e., housing authority, social service providers, etc.) to provide coordination of services for applicants.)
  - Nurture and utilize favorable political/corporate contacts.

☒ **PHA Goal: Manage the Section 8 tenant-based assistance program in an effective and efficient manner to qualify as at least a standard performer under the SEMAP reporting system.**

**Objectives:**

- ☒ Maximize lease-up of Section 8 Vouchers to produce maximum administrative fees:
  - Research demographics of property owners/managers and rental property.
  - Continue to seek HUD approval for higher Fair Market Rents (FMRs) for all jurisdictional areas.
  - Coordinate with other agencies with same issues to discuss plan of action.
- ☒ Operate in a business like manner with the objective of having income exceed expenses each year.
- ☒ Improve and sustain the utilization rate for tenant-based assistance.

☒ **PHA Goal: Manage the public housing program in an effective and efficient manner to qualify as at least a standard performer.**

**Objectives:**

- ☒ Retain continued status as high performer.
- ☒ Endeavor to sustain an occupancy rate of at least 98 percent for the next five years.
- ☒ Promote a cohesive working environment with a capable, experienced staff that operates as an efficient, customer friendly leader in affordable housing.

☒ **PHA Goal: Implement procedures to enhance ability to serve clients**

**Objectives:**

- ☒ Establish database/statistical analysis for jurisdictional demographics to better reflect population to be served:
  - Determine type of specific data needed.
  - Identify and secure data sources.
  - Establish analytical requirements.
  - Develop/input data.
  - Generate applicable reports.
- ☒ Minimize the effect of natural or other types of disasters on AHA responsiveness:
  - Frequently update and distribute Preparedness Handbook.
  - Hold periodic safety/disaster/emergency training sessions with all staff (either with internal resources or professionals).
  - Identify client needs and emergency response measures.
  - Utilize training tools (i.e., videos) to educate staff on safety issues; maintain attendance log for compliance with SB198 and Workers Compensation requirements.

**Annual PHA Plan  
PHA Fiscal Year 2001**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

**Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) established the requirements for the public housing agency plans—a 5-Year Plan and an Annual Plan. The 5-Year Plan describes the Area Housing Authority of the County of Ventura's (AHA's) mission and long-term goals and objectives.

The AHA's first submission of the Annual Plan for Fiscal Year 2000 provided details on the AHA's immediate operations, program participants, and programs/services for the upcoming fiscal year. The AHA prepared its first Annual Plan in response to the requirements of QHWRA; HUD's Public Housing Agency Plans, Interim Rule dated February 18, 1999 and Final Rule dated October 21, 1999; PIH Notices 99-33, 99-51, and 2000-12; and the issued template.

For this annual update for FY2001, the AHA opted to provide a brief statement of its progress in meeting the mission and goals outlined in its Annual Plan for Fiscal Year 2000. That statement is provided as an attachment to this plan.

This first annual update also incorporates the requirements of PIH Notice 2000-43 on PHA Plan Guidance, Streamlining of Small PHA Plans, and Extensions of Notices PIH 99-33 and 99-51; and PIH Notice 2001-4 on Instructions for Submitting Second PHA Plans for PHAs with Fiscal Years Beginning July 1, 2001.

Major initiatives and policies in the Annual Plan include:

- Procedures for eligibility, selection, and admission for both the Public Housing and Section 8 Programs
- Waiting list organization and processing, including admission preferences for both programs
- Rent determinations, including income-based and flat rents for public housing
- Payment standards for Section 8 tenant-based assistance
- Proposed capital improvement needs.

### **Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

<b>Annual Plan</b>	<b><u>Page #</u></b>
i. Executive Summary .....	1
ii. Table of Contents .....	2
1. Housing Needs .....	6
2. Financial Resources.....	22
3. Policies on Eligibility, Selection and Admissions .....	23
4. Rent Determination Policies.....	34
5. Operations and Management Policies .....	39
6. Grievance Procedures.....	40
7. Capital Improvement Needs.....	41
8. Demolition and Disposition .....	43
9. Designation of Housing.....	44
10. Conversion of Public Housing .....	45
11. Homeownership .....	46
12. Community Service Programs.....	48
13. Crime and Safety .....	51
14. Pets .....	53
15. Civil Rights Certifications (included with PHA Plan Certifications) .....	53
16. Audit.....	53
17. Asset Management .....	53
18. Other Information.....	54
19. Definition of “Substantial Deviation” and “Significant Amendment or Modification” .....	64

#### **Attachments included at the end of the template file:**

- Section 8 Homeownership Program Capacity Statement
- Implementation of Public Housing Resident Community Service Requirement
- Pet Policy
- Statement of Progress in Meeting the 5-Year Plan Mission and Goals
- Resident Membership of the AHA Governing Board

Area Housing Authority of the County of Ventura

- Membership of the Resident Advisory Board
- Statement on Section 8 Project-Based Vouchers
- Statement on Local Preferences
- Statement on Increases in Rental Income

**Required attachments provided as separate files:**

- A. FY2001 Capital Fund Program Annual Statement (file name ca092a01)
- B. Performance and Evaluation Reports (file name ca092b01)
- C. FY2001 Capital Fund Program 5-Year Action Plan (file name ca092c01)
- D. Public Housing Drug Elimination Program (PHDEP) Plan (file name ca092d01)
- E. PHA Management Organizational Chart (file name ca092e01)

**Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

**Required Attachments:**

- ☐ --. Admissions Policy for Deconcentration (IAW Directive FR-4420-F-11, this component is applicable to PHAs with fiscal years on/after October 1, 2001)
- ☒ A. FY 2001 Capital Fund Program Annual Statement (file name CA092a01)
- ☒ B. Performance and Evaluation Reports (file name CA092b01)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- ☒ PHA Management Organizational Chart (file name CA092e01)
- ☒ B. FY 2001 Capital Fund Program 5 Year Action Plan (file name CA092c01)
- ☒ C. Public Housing Drug Elimination Program (PHDEP) Plan (file name CA092d01)
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with	5 Year and Annual Plans

Area Housing Authority of the County of Ventura

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the Consolidated Plan	
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance



Area Housing Authority of the County of Ventura

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Area Housing Authority of the County of Ventura

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

**Note:** The following “housing needs” information was revised, as applicable, based on data in the most recent (Year 2000) jurisdictional Consolidated Plans/Action Plans for:

- The County of Ventura/Entitlement Area
- The City of Camarillo
- The City of Thousand Oaks
- The City of Simi Valley

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Entitlement Area<sup>1</sup>) by Family Type</b>							
Family Type (Renter)	Overall	Afford- ability (Cost Burden)	Supply	Quality (Sub- standard)	Access- ibility	Size (Overcr owded)	Loca- tion
<b>Income &lt;= 30% of MFI<sup>2</sup></b>							
Small Related <sup>3</sup>	2,956	5	5	3	N/A	3	N/A
Large Related <sup>4</sup>	1,918	5	5	4	N/A	3	N/A
<b>Income &gt;30% but &lt;=50% of MFI</b>							
Small Related	2,486	5	5	3	N/A	3	N/A
Large Related	1,647	5	5	4	N/A	3	N/A
<b>Income &gt;50% but &lt;80% of MFI</b>							
Small Related	2,289	4	5	4	N/A	3	N/A
Large Related	1,031	3	5	4	N/A	3	N/A
Elderly	2,788	4	5	4	N/A	3	N/A
Families with Disabilities	Unk						
Race/Ethnicity <sup>5</sup>							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s: County of Ventura  
 Indicate year: Ventura County 2000 Consolidated Plan (dated May 2000)
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data

<sup>1</sup> Entitlement Area includes the unincorporated areas of Ventura County and the cities of Fillmore, Moorpark, Ojai, Port Hueneme, and Santa Paula.

<sup>2</sup> MFI = Median Family Income, as reported/used in Ventura County's 1995 Consolidated Plan.

<sup>3</sup> Small related family = 2 to 4 people.

<sup>4</sup> Large related family = 5 or more people.

<sup>5</sup> In accordance with the Consolidated Plan, the County is not experiencing any disproportionate housing needs for any ethnic group.

Area Housing Authority of the County of Ventura

Indicate year:

☐ Other housing market study

Indicate year:

☐ Other sources: (list and indicate year of information)

<b>Housing Needs of Families in the Jurisdiction (Camarillo)</b>							
<b>by Family Type</b>							
Family Type (Renter)	Overall	Afford- ability (Cost Burden)	Supply	Quality (Sub- standard)	Access- ibility	Size (Overcr owded)	Loca- tion
Income <= 30% of MFI	664	5	5	N/A	N/A	2	N/A
Small Family	191	5	5	N/A	N/A	3	N/A
Large Family	129	5	5	N/A	N/A	5	N/A
Elderly	262	3	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	744	5	5	N/A	N/A	2	N/A
Small Family	270	4	5	N/A	N/A	4	N/A
Large Family	155	4	4	N/A	N/A	N/A	N/A
Elderly	214	4	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	1,118	5	5	N/A	N/A	2	N/A
Small Family	511	4	4	N/A	N/A	3	N/A
Large Family	273	5	5	N/A	N/A	4	N/A
Elderly	65	4	4	N/A	N/A	N/A	N/A
Elderly (see above)							
Families with Disabilities	Unk						
<b>White Non-Hispanic</b>							
Income <= 30% of MFI	429	5	4	N/A	N/A	3	N/A
Small Family	109	N/A	5	N/A	N/A	N/A	N/A
Large Family	50	N/A	5	N/A	N/A	N/A	N/A
Elderly	212	N/A	3	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	551	5	5	N/A	N/A	2	N/A

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Camarillo)</b>							
<b>by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
Small Family	201	N/A	4	N/A	N/A	4	N/A
Large Family	85	N/A	5	N/A	N/A	N/A	N/A
Elderly	186	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	580	5	5	N/A	N/A	3	N/A
Small Family	289	N/A	5	N/A	N/A	N/A	N/A
Large Family	96	N/A	4	N/A	N/A	N/A	N/A
Elderly	45	N/A	4	N/A	N/A	N/A	N/A
<b>Black Non-Hispanic</b>							
Income <= 30% of MFI	27	3	3	N/A	N/A	3	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	27	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	0	2	2	N/A	N/A	2	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	36	3	4	N/A	N/A	3	N/A
Small Family	14	N/A	3	N/A	N/A	2	N/A
Large Family	22	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
<b>Hispanic</b>							
Income <= 30% of MFI	118	3	5	N/A	N/A	3	N/A
Small Family	53	N/A	5	N/A	N/A	4	N/A
Large Family	27	N/A	5	N/A	N/A	5	N/A
Elderly	23	N/A	3	N/A	N/A	2	N/A

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Camarillo) by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
Income >30% but <=50% of MFI	115	5	4	N/A	N/A	4	N/A
Small Family	44	N/A	3	N/A	N/A	4	N/A
Large Family	53	N/A	5	N/A	N/A	5	N/A
Elderly	6	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	125	3	4	N/A	N/A	4	N/A
Small Family	35	N/A	4	N/A	N/A	3	N/A
Large Family	62	N/A	5	N/A	N/A	5	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s  
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)  
Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Thousand Oaks)</b>							
<b>by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
Income <= 30% of MFI	1,310	5	5	N/A	N/A	3	N/A
Income >30% but <=50% of MFI	1,157	5	5	N/A	N/A	3	N/A
Income >50% but <80% of MFI	1,623	5	5	N/A	N/A	3	N/A
Elderly	1,914	5	5	N/A	N/A	N/A	N/A
Families with Disabilities	60	5	5	N/A	N/A	N/A	N/A
Homeless or At Risk	185	5	5	N/A	N/A	N/A	N/A
<b>White Non-Hispanic</b>							
Income <= 30% of MFI	828	4	4	N/A	N/A	4	N/A
Small Family	195	N/A	4	N/A	N/A	4	N/A
Large Family	43	N/A	4	N/A	N/A	5	N/A
Elderly	442	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	875	5	5	N/A	N/A	2	N/A
Small Family	321	N/A	4	N/A	N/A	4	N/A
Large Family	90	N/A	4	N/A	N/A	5	N/A
Elderly	254	N/A	3	N/A	N/A	2	N/A
Income >50% but <80% of MFI	817	4	4	N/A	N/A	4	N/A
Small Family	381	N/A	4	N/A	N/A	4	N/A
Large Family	62	N/A	4	N/A	N/A	5	N/A
Elderly	172	N/A	5	N/A	N/A	2	N/A
<b>Black Non-Hispanic</b>							
Income <= 30% of MFI	27	4	3	N/A	N/A	3	N/A
Small Family	27	N/A	5	N/A	N/A	3	N/A
Large Family	0	N/A	2	N/A	N/A	4	N/A



Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Thousand Oaks)</b>							
<b>by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	16	5	3	N/A	N/A	2	N/A
Small Family	16	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	6	4	2	N/A	N/A	2	N/A
Small Family	6	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
<b>Hispanic</b>							
Income <= 30% of MFI	200	5	4	N/A	N/A	3	N/A
Small Family	74	N/A	4	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	4	N/A
Elderly	42	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	260	5	5	N/A	N/A	4	N/A
Small Family	105	N/A	5	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	5	N/A
Elderly	9	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	197	4	4	N/A	N/A	3	N/A
Small Family	64	N/A	5	N/A	N/A	3	N/A
Large Family	70	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

Area Housing Authority of the County of Ventura

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s: City of Thousand Oaks  
Indicate year: FY2000/01 through FY2004/05
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)
- Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.
  - Housing Element, Thousand Oaks General Plan, 1997 Update

<b>Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type</b>							
Family Type (Renter)	Overall	Afford- ability (Cost Burden)	Supply	Quality (Sub- standard)	Access- ibility	Size (Overcr owded)	Loca- tion
Income <= 30% of MFI	844	5	5	5	N/A	5	N/A
Small Family	316	5	5	5	N/A	5	N/A
Large Family	51	5	5	5	N/A	5	N/A
Elderly	289	4	5	5	N/A	5	N/A
Income >30% but <=50% of MFI	1,035	5	5	5	N/A	5	N/A
Small Family	480	5	5	5	N/A	5	N/A
Large Family	164	5	5	5	N/A	5	N/A
Elderly	189	5	5	5	N/A	5	N/A
Income >50% but <80% of MFI	1,009	5	5	5	N/A	5	N/A
Small Family	532	5	5	5	N/A	5	N/A
Large Family	180	4	5	4	N/A	4	N/A
Elderly	52	5	5	5	N/A	5	N/A
Elderly (see above)							
Families with	Unk						

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
<b>Disabilities</b>							

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
<b>White Non-Hispanic</b>							
Income <= 30% of MFI	729	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	749	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	744	N/A	5	N/A	N/A	N/A	N/A
<b>Black Non-Hispanic</b>							
Income <= 30% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	44	N/A	N/A	N/A	N/A	N/A	N/A
<b>Hispanic</b>							
Income <= 30% of MFI	82	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	230	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	194	N/A	N/A	N/A	N/A	N/A	N/A

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
- Indicate year:
- ☐ Other housing market study

Indicate year:

☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List (as of February 12, 2001)			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,619		45
Extremely low income <=30% AMI	2,295	88	
Very low income >30% but <=50% AMI	290	11	
Low income >50% but <80% AMI	33	1	
Families with children	1,842	70	
Elderly families	309	12	
Families with Disabilities	468	18	
White/Hispanic	984	38	
White/Non-Hispanic	1,311	50	
Black/Hispanic	4	0	
Black/Non-Hispanic	128	5	
Amer. Ind./Hispanic	4	0	

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families on the Waiting List (as of February 12, 2001)</b>			
Amer. Ind./Non-Hispanic	52	2	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	136	5	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	810	31	
2 BR	940	36	
3 BR	751	28	
4 BR	110	5	
5 BR	8	0	
5+ BR	0	0	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 3 months</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p>			

<b>Housing Needs of Families on the Waiting List (as of February 12, 2001)</b>			
<p>Waiting list type: (select one)</p> <p><input checked="" type="checkbox"/> Section 8 tenant-based assistance</p> <p><input type="checkbox"/> Public Housing</p> <p><input type="checkbox"/> Combined Section 8 and Public Housing</p> <p><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p> <p>If used, identify which development/subjurisdiction:</p>			
	# of families	% of total families	Annual Turnover
Waiting list total	2,059		368
Extremely low income <=30% AMI	1,646	80	

Area Housing Authority of the County of Ventura

<b>Housing Needs of Families on the Waiting List (as of February 12, 2001)</b>			
Very low income >30% but <=50% AMI	372	18	
Low income >50% but <80% AMI	37	2	
Families with children	1,291	63	
Elderly families	325	16	
Families with Disabilities	443	21	
White/Hispanic	717	35	
White/Non-Hispanic	1,078	53	
Black/Hispanic	3	0	
Black/Non-Hispanic	107	5	
Amer. Ind./Hispanic	7	0	
Amer. Ind./Non- Hispanic	39	2	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	108	5	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 3 months</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

#### **Need: Shortage of affordable housing for all eligible populations**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Continue effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Continue policy of minimum turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners
- ☒ Maintain or increase section 8 lease-up rates by effectively screening section 8 applicants as defined in the Administrative Plan to increase owner acceptance of program
- ☒ Continue to participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☒ Other (list below)
  - ☒ Conduct aggressive outreach efforts to potential voucher landlords. Educate "stakeholders" in Section 8 Program benefits and changing regulations to program requirements.

#### **Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (list below)



- ☒ Continue collaboration with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
- Partners in Housing.
  - Habitat for Humanity.
  - Many Mansions.
  - Cabrillo Economic Development Corporation.
  - Ventura County Housing and Homeless Coalition.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)
  - ☒ Effectively administer Economic Development and Supportive Services (EDSS) grant funding to provide in-home supportive services for seniors/disabled through collaboration with Lutheran Social Services
  - ☒ Effectively administer Resident Opportunities and Self-Sufficiency (ROSS) grant funding to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and senior resources information for seniors

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)
  - ☒ Effectively administer EDSS grant funding to provide in-home supportive services for seniors/disabled through collaboration with Lutheran Social Services

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs: Provide translation services (i.e., bi-lingual briefing packets, bi-lingual staff) and handout materials/forms in Spanish.

☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☒ Other: (list below)
  - ☒ Continue to operate the housing agency in full compliance with all equal opportunity laws and regulations
  - ☒ Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents and creation of resident-owned businesses.
  - ☒ Undertake affirmative measures to improve availability of assisted housing for persons with all varieties of disabilities.

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☒ Other: (list below)
  - ☒ FMRs significantly less than market rents

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$460,750	PH Operations
b) Public Housing Capital Fund	\$545,452	PH Capital Improvements
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$18,679,682	Section 8 Tenant-Based Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$81,374	PH Supportive Services
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
EDSS (FY 2000)	\$0	PH Supportive Services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Comprehensive Grant (FY 1998)	\$33,000	PH capital improvements
Comprehensive Grant (FY 1999)	\$348,611	PH capital improvements
PH Capital Fund (FY 2000)	\$377,250	
<b>3. Public Housing Dwelling Rental Income</b>	\$1,099,755	PH operations

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
Laundry	\$24,984	PH operations
PH interest	\$52,053	PH operations
Section 8 interest	\$61,579	Section 8 supportive services
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	<b>\$21,764,490</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe)

When the family reaches the top of the waiting list, a full application is completed. At this point, the “final determination of eligibility for admission” occurs and the AHA ensures that verification of all HUD and AHA eligibility factors is current in order to determine the family’s eligibility for an offer of a suitable unit.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe)

- Credit history (i.e., run a credit check)
- Eviction or a record of disturbance of neighbors sufficient to warrant a police call, destruction of property, or living or housekeeping habits at present or

prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors

- Any history or evidence of repeated acts of violence on the part of an individual, or a pattern of conduct constituting a danger to peaceful occupancy by neighbors
- Any history of initiating threats or behaving in a manner indicating an intent to assault employees or other tenants
- Any history of alcohol or substance abuse that would threaten the health, welfare, or right to peaceful enjoyment of the premises by other residents
- Whether any family member is subject to a lifetime sex offender registration requirement
- Any conviction for the manufacture of methamphetamine, also known as “speed,” on the premises of assisted housing

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2) Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☒ Other (describe)

The AHA maintains a community-wide waiting list, but within that list applicants may designate the development or developments in which they seek to reside. If a particular development(s) is not designated by the applicant, the applicant will be considered for the next available, appropriate family/senior unit in any of the AHA’s seven public housing developments. The list can be sorted to extract sub-lists of applicants interested in a particular development or developments.

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection

1. How many site-based waiting lists will the PHA operate in the coming year? 0
2. ☐ Yes ☒ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☒ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☒ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☐ One  
☐ Two  
☒ Three
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:  
☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)  
☒ Emergencies

Area Housing Authority of the County of Ventura

- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The AHA has established the following local admission preferences in the following order:

1. Resident and Veteran/Active Serviceperson
2. Resident
3. Veteran/Active Serviceperson
4. Others

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either



through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

## 1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
  - 2 Resident and Veteran/Active Serviceperson
  - 3 Resident
  - 4 Veteran/Active Serviceperson
  - 5 Others

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

## (5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- ☒ Other source (list)
  - PHA pre-occupancy briefings and written materials

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes (in writing within 10 working days of the occurrence)
- ☐ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

**Note:** The following information was provided in the AHA's Annual Plan for Fiscal Year 2000. The information is subject to change/revision based on HUD's Final Rule (65 FR 81214) dated December 22, 2000 revising the deconcentration provisions of its PHA Plan regulations. An amendment to the Final Rule (FR-4420-F-11) issued on February 5, 2001, provides that the rule concerning the deconcentration component of the PHA's admission policy is applicable to PHAs with fiscal years commencing on October 1, 2001.

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists

If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☒ Other (list policies and developments targeted below)

Although the AHA's analysis of tenant incomes indicated all families are "extremely low income" families for the area, policies related to deconcentration have been incorporated into the Public Housing Admissions and Continued Occupancy Policy (ACOP). This allows policies to be in place should an annual review of tenant incomes indicate that there has been a significant change in

income characteristics of a particular development. Then the AHA will evaluate the changes to determine whether, based on the AHA methodology of choice, the project needs to be redesignated as a higher or lower income project or whether the AHA has met the deconcentration goals and the project needs no such designation.

Policies incorporated into the ACOP relate to:

- Income targeting, including low-income family admissions
- Deconcentration and income mixing goals
- Project designation methodology, including aggregate average method
- Incentives for higher income families to move into lower income projects

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

Area Housing Authority of the County of Ventura

- ☐ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below)

The AHA will apply the following criteria, in addition to the HUD eligibility criteria, as grounds for denial of admission to the program:

- The family must not have violated any family obligations during a previous participation in the Section 8 Program for 3 years prior to final eligibility determination. The AHA may make an exception, if the family member who violated the family obligation is not a current member of the household on the application.
- If the AHA denies assistance to a person with a disability due to a violation of family obligation, and the violation was the result of the disability, the applicant may request a review of the decision to deny assistance.
- The family must pay any outstanding debt owed the AHA or another PHA as a result of prior participation in any Federal housing program.
- No family member may have been evicted from Federally assisted housing in the last 5 years.
- The AHA may check criminal history for all adults in the household to determine whether any member has violated any "One Strike" prohibited behaviors.
- The AHA may perform the following types of tenant screening activities:
  - Criminal background check
  - Drug related activity.
- If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, the AHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition.
- If any family member fails to sign and submit consent forms for obtaining information required by the AHA.
- Whether any family member is subject to a lifetime sex offender registration requirement under a State sex offender registration program.
- Any conviction for the manufacture of methamphetamine, also known as "speed," on the premises of assisted housing.

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

Area Housing Authority of the County of Ventura

- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
- ☒ Other (describe below)
- The AHA will furnish prospective owners with the family's current address as shown in the AHA's records and, if known to the AHA, the name and address of the landlord at the family's current and prior address. (The AHA will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.)
  - The AHA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family's suitability as a tenant. (A statement of the AHA's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.)
  - The AHA will provide documented information regarding tenancy history from the previous landlord to prospective landlords upon written request from the landlord(s) (if such information is available to the AHA).

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None, however, if the waiting list for the AHA's public housing program is open at the time an applicant applies for Section 8, the AHA will place the family on its waiting list for public housing.
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

**(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The AHA allows an initial voucher term of 120 days, with one or more extensions for good cause, such as to increase housing choice opportunities or in response to a reasonable accommodation request.

**(4) Admissions Preferences**

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

In accordance with QHWRA, the AHA will admit families whose income does not exceed 80% of the area median income. HUD refers to families between 30% and 80% of area median income as either "very low or low-income families." If the minimum of 75% for extremely low-income families is not met, the AHA will pass over very low or low-income families to admit extremely low-income families.

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)

Area Housing Authority of the County of Ventura

- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The selection process from the waiting list is prioritized according to the following:

1. Residency Preference and Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing
2. Residency Preference
3. Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing
4. Others

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
  2. Residency Preference and Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability,

Veteran/Active Serviceperson, CalWORKS Program Participant, or  
Preference to Enable Assisted Living Housing

3. Residency Preference
  4. Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing
  5. Others
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☒ Other (list below)  
Briefing packet
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☒ Through published notices
- ☐ Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]



## A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

### (1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member

Area Housing Authority of the County of Ventura

- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☒ Other (describe below)
- For the income of a member of the family who was previously unemployed for one or more years
  - For the income of a member of the family during participation in any family self-sufficiency or other job training program
  - For the income of a member of the family who is or was, within 6 months, assisted under any State program for TANF and whose earned income increases

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No
2. For which kinds of developments are ceiling rents in place? (select all that apply)
- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)
3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)
- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments

Area Housing Authority of the County of Ventura

- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- ☒ Other (list below)
  - The members of the family residing in the unit must be approved by the AHA. The family must inform the AHA and request approval of additional family members other than additions due to birth, adoption, marriage, court-awarded custody before the new member occupies the unit.
  - The AHA will not approve the addition of family members other than by birth, adoption, marriage or court-awarded custody where the occupancy standards would require a larger size unit.
  - All changes in family composition must be reported within 10 working days of the occurrence in writing.
  - If an adult family member is declared permanently absent by the head of household, the notice must contain a certification by the head of household or spouse that the member (who may be the head of household) removed is permanently absent.
  - The head of household must provide a statement that the head of household or spouse will notify the AHA if the removed member returns to the household for a period longer than the visitor period allowed in the lease.
  - Families are not required to report any increases in income or assets until the annual examination, unless a new family member joins the household.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing

- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)
  - HUD established FMRs
  - Individual and average rents paid by tenants by development and by bedroom size
  - Market rental rates

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)
- ☒ Other (list below)

Within the range between 90% and 110% of the FMR.

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families  
☒ Rent burdens of assisted families  
☒ Other (list below)
- Availability of suitable vacant units below the payment standard
  - Quality of units
  - Size of units

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached (Attachment E [file name CA092e01])  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	350	75
Section 8 Vouchers	2,235	300
Section 8 Certificates	50	50
Section 8 Mod Rehab	NA	NA

## Area Housing Authority of the County of Ventura

Special Purpose Section 8 Certificates/Vouchers (list individually)		
• Family Unification Vouchers	45	5
• Homeless Vouchers	75	15
Public Housing Drug Elimination Program (PHDEP)	180	60
Multifamily Drug Elimination Program	60	20
EDSS/ROSS	110	30
Other Federal Programs(list individually)	NA	NA

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

**Note:** Although the AHA's grievance procedures are consistent with 24 CFR Part 966, Subpart B, details are provided in the AHA's PH ACOP (Chapter 13).

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☒ PHA main administrative office

☐ PHA development management offices

☒ Other (list below)

- Housing Site Technician or Facilities Department for physical condition of units
- Housing Supervisor for action/inaction of AHA
- Housing Manager for referrals/complaints from persons in the community

## **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

**Note:** Although the AHA's informal review procedures are consistent with 24 CFR Part 982, details are provided in the AHA's Administrative Plan (Chapter 19).

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office

☒ Other (list below)

- Section 8 Supervisor if action/inaction of AHA or owner, if owner disagrees with action/inaction of AHA, or AHA staff member reports owner or family violation
- Housing Manager for referrals/complaints from persons in the community

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A (file name ca092a01)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment C (file name ca092c01)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved



☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:

Area Housing Authority of the County of Ventura

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development

☐ Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

***Note:** The AHA administers the Ventura Cities Mortgage Finance Authority (a down payment assistance program which is the result of a collaboration of local cities and lenders)*

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

**Note:** In accordance with PIH Notice 2000-43, the AHA has included a Section 8 Homeownership Program Capacity Statement as an attachment to this PHA Plan.

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☒ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?  
If yes, what was the date that agreement was signed? 12/04/99

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☒ Other (describe)

The AHA established a local preference for CalWORKS Program Participants (refer to Page 32 for details).

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Area Housing Authority of the County of Ventura

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☒ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Resident Opportunity and Self-Sufficiency (ROSS) Program FY2000: - Florence Janss - Tafoya Terrace - Whispering Oaks	205	Specific criteria	Screenings/tests provided in the Community Rooms, transportation services, in-home supportive services, informational programs (anti-fraud, self-protective measures)	Public Housing
Multifamily Housing Drug Elimination Program FY2000: - Los Arboles Apartments	126	Random selection (resident initiated)	Activities both on- and off-site providing educational, recreational, and instructive programs in conjunction with law enforcement, educational, and youth-	Project Based Section 8



Area Housing Authority of the County of Ventura

			service organizations	
Economic Development and Supportive Services (EDSS): - Florence Janss - Tafoya Terrace - Whispering Oaks	30+	Specific criteria	In-home supportive services & services/programs provided in the Community Rooms	Public Housing

**(2) Family Self Sufficiency Program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 20/02/01)
Public Housing	NA	NA
Section 8	155	117

b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

- Recruitment/instruction at briefings
- Informational newsletter
- Mailings

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**Note:** In accordance with PIH Notice 2000-43, the AHA has included a brief description of its Implementation of Public Housing Resident Community Service Requirement as an attachment to this PHA Plan.

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

The AHA focuses on its family developments for anti-crime and anti-drug programs:

- Ellis Terrace, Camarillo, CA
- Fiore Gardens, Thousand Oaks, CA
- Leggett Court, Thousand Oaks, CA
- Roth Apartments, Meiners Oaks, CA

#### **B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

The AHA focuses on its family developments for anti-crime and anti-drug programs:

- Ellis Terrace, Camarillo, CA
- Fiore Gardens, Thousand Oaks, CA
- Leggett Court, Thousand Oaks, CA
- Roth Apartments, Meiners Oaks, CA

### C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

The AHA focuses on its family developments for anti-crime and anti-drug programs:

- Ellis Terrace, Camarillo, CA
- Fiore Gardens, Thousand Oaks, CA
- Leggett Court, Thousand Oaks, CA
- Roth Apartments, Meiners Oaks, CA

### D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?  
☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment D [file name: ca092d01])

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**Note:** In accordance with PIH Notice 2000-43, a statement regarding the AHA's Pet Policy is provided as an attachment to this PHA Plan. The AHA's full policy for keeping pets and any criteria or standards pertaining to the policy is provided in the AHA's PH ACOP.

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

#### **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment,

rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ☒ Not applicable  
☐ Private management  
☐ Development-based accounting  
☐ Comprehensive stock assessment  
☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☐ Attached at Attachment (File name )  
☒ Provided below:

The AHA's 9-member Resident Advisory Board (RAB) for FY2000 was combined with the AHA's Regional Resident Council in FY2001 to create a 16-member group representative of both public housing and Section 8 residents. (The RAB members are identified in the attachment to this plan.) RAB comments of the meeting held on February 22, 2001 are summarized in the following table, along with any applicable AHA discussion or action item.

PHA Plan Subject/Comment	Discussion/Action Item
<p><i>Statement of Housing Needs:</i></p> <p>Several participants commented on the scarcity of affordable housing in Ventura County. They mentioned that if they were to leave their present place of residence, they would be hard-pressed to find housing they could afford.</p>	<p>The AHA is all too aware of the shortage of affordable housing in the county. As a result, the AHA is always looking for opportunities to create additional affordable housing projects. One opportunity is the AHA's decision to participate in the Section 8 Homeownership program. The AHA will partner with Cabrillo Economic Development Corporation (CEDC), or similar approved housing counseling agency, to provide educational services, identify lenders, and offer other services for the program.</p> <p>The Family Self-Sufficiency (FSS) Program offers residents the</p>

Area Housing Authority of the County of Ventura

PHA Plan Subject/Comment	Discussion/Action Item
Question was raised about the possibility of HUD offering assistance with down payments on home purchases.	<p>opportunity to save money for a goal, such as the purchase of a home.</p> <p>The specifics of the new Homeownership Program and the roles of CEDC and the AHA are in the process of being coordinated. In any case, HUD requirements for the program will be followed.</p>
Comments on the public's poor attitude toward Section 8 participants were expressed.	<p>The AHA, its Executive Director, and its Chief Operations Officer are concerned with the public perception of residents and the AHA. When dealing with the media and property landlords, the AHA ensures that a professional and informative meeting is the result.</p> <p>The AHA also looks for opportunities to present special interest stories in local newspapers to benefit program participants.</p> <p>A Section 8 supervisor commented that there have been a number of contacts recently from new owners about renting their properties to Section 8 tenants. It was suggested that participants develop a "housing resume" to sell themselves to property owners.</p>
<p><i>Operations and Management:</i></p> <p>Question was raised concerning the repainting of the Leggett Court exterior (public housing).</p> <p>Question was raised about the possibility of washer/dryer hookups in public housing units.</p> <p>Comments were made regarding the opportunity for residents to offer input on how budgeted money is spent and on choice of operational expenses.</p>	<p>The Housing Assets Manager responded by explaining the difference between funding for Section 8 operations and public housing operations. Funding for the two programs is separate and cannot be mingled. Additionally, painting upgrades are not eligible expenses per HUD guidelines. However, the AHA is undergoing a capital improvement breakdown for all of its projects and the issue will be investigated further.</p> <p>Insufficient laundry facilities are an on-going consideration. Depending on the particular development and its structural design, replumbing/rewiring costs can be prohibitive. The AHA will continue to consider and review this issue.</p> <p>Resident input and contribution have always been part of AHA policy and practice. In conjunction with Comprehensive Grant (now Capital Fund) budget planning and implementation, meetings are held with the AHA's public housing Regional Resident Council to solicit resident input. The Regional Resident Council is the vehicle for interaction and the exchange of ideas between the AHA and residents.</p> <p>With the creation of the Resident Advisory Board in FY2000, another means of communication between the AHA and residents was established.</p>
<p><i>Grievance Procedures:</i></p> <p>Question was raised about having another tenant participate in the grievance procedure as an impartial party.</p> <p>Comment was made concerning HQS inspections and the HQS inspector's flexibility to accommodate tenant's needs when scheduling inspection times.</p>	<p>Similarities exist between the grievance procedures for Section 8 and for public housing. In all cases, the AHA wants to achieve resolutions that are equitable. The participation of another resident as part of the process may be worth considering and will be reviewed.</p> <p>A Section 8 supervisor stated that the inspectors do their best to accommodate tenant's needs whenever possible. Inspections are scheduled well in advance, but last-minute or unexpected changes need to be coordinated to ensure inspection completion.</p>
<i>In General:</i>	

Area Housing Authority of the County of Ventura

PHA Plan Subject/Comment	Discussion/Action Item
Some attendees expressed their appreciation for both Federal programs saying the programs made a significant difference in their lives.	Comment was gratefully acknowledged by the AHA.

3. In what manner did the PHA address those comments? (select all that apply)

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

☒ Other: (list below)

Comments were questions seeking clarification of requirements, additional information on implementation procedures, or requests for additional equipment or services (i.e., comments did not directly impact Agency Plan content).

**B. Description of Election Process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)



Area Housing Authority of the County of Ventura

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **County of Ventura**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Ventura County Priority Need (as identified in the May 2000 Consolidated Plan)	
For Affordable Housing:	Area Housing Authority Relevant Activity in the Coming Year:
Retain housing stock through the provision of home rehabilitation grants/loans for extremely-low, very-low and low-income homeowners	Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program and a cooperative effort of cities and lenders).
Encourage improvement of substandard housing stock through the code enforcement program	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments to ensure safe and decent housing.
Retain and/or expand affordable housing stock for renters and owners through acquisition or acquisition and rehabilitation	NA
Expand available affordable housing stock for renters and owners through new construction and/or related infrastructure	NA
Facilitate the availability of affordable rental units for extremely-low and low-income households (Section 8, etc)	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Increase the potential for homeownership among first-time and/or low-income homebuyers	Continue to administer and expand the AHA's Family Self-Sufficiency Program.  Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program and a cooperative effort of cities and lenders).
Develop a variety of supportive housing options for special needs populations	Continue ownership, property management, and maintenance services for Las Posadas in Camarillo, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department

## Area Housing Authority of the County of Ventura

	<p>provides clinical services to the residents.</p> <p>Continue the collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. for a facility with 23 one-bedroom units for independently living, mentally ill individuals. This facility, called Villa Calleguas Apartments, was funded through HUD Section 811 and Ventura County HOME funds, with additional financial assistance from the AHA. The groundbreaking ceremony was held in October 1999 and the facility was dedicated in August 2000. (Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA provides property management services.)</p>
<b>For Homeless Population:</b>	<b>Area Housing Authority Relevant Activity in the Coming Year:</b>
<ul style="list-style-type: none"> <li>• Assist homeless individuals/families to obtain emergency food</li> <li>• Assist homeless individuals/families to obtain emergency shelter</li> <li>• Assist homeless individuals/families to obtain transitional housing with intent of securing permanent housing</li> <li>• Assist homeless individuals/families (receiving emergency shelter services) to obtain job counseling to secure employment</li> <li>• Assist homeless individuals/families who are at risk of becoming homeless</li> <li>• Support the development of transitional housing for homeless individuals and families</li> <li>• Provide outreach, information and referral services to homeless individuals and families</li> <li>• Provide emergency shelter for homeless mentally ill persons</li> </ul>	<ul style="list-style-type: none"> <li>• Administer the Section 8 Homeless Voucher Program.</li> <li>• Continue the system of Section 8 local preferences which includes a preference for those with substandard housing, including homeless individuals and families.</li> </ul>
<b>For Community and Economic Development:</b>	<b>Area Housing Authority Relevant Activity in the Coming Year:</b>
Acquire, construct, rehabilitate public facilities for the support of low-income individuals and families where a need has been determined	NA
Support the improvement or installation of infrastructure in areas where there is a need due to health and safety or due to the development of affordable housing	NA
Remove architectural barriers to improve handicapped accessibility	Administer the Capital Fund Program elements related to Americans with Disabilities (ADA) upgrades and improvements at the AHA's public housing developments.
Enhance economic development (non-homeless programs). Business assistance through commercial rehabilitation, non-residential historic preservation, neighborhood revitalization, revolving loan funds for micro-enterprises	NA
<b>For Public Service:</b>	<b>Area Housing Authority Relevant Activity in the Coming</b>

Area Housing Authority of the County of Ventura

	Year:
Provide support services for youths	Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and recreational programs for youths in conjunction with numerous youth-service agencies and organizations (see details on PHDEP activities in Attachment D).
Provide support services for seniors	<ul style="list-style-type: none"> <li>Effectively administer Economic Development and Supportive Services (EDSS) grant funding to provide in-home supportive services for seniors/disabled through collaboration with Lutheran Social Services.</li> <li>Effectively administer Resident Opportunities and Self-Sufficiency (ROSS) grant funding to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and senior resources information for seniors.</li> </ul>
Provide support services for low-income persons	Continue to promote and encourage resident participation in the AHA's Family Self-Sufficiency (FSS) Program. Established in 1993, the AHA's FSS Program is a volunteer program designed to help low-income families achieve economic self-sufficiency through education and job training.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Thousand Oaks**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Five-Year Consolidated Plan FY2000/01 through FY2004/05; Southern California Association of Governments (SCAG) Housing Need Data; the Housing Element, Thousand Oaks General Plan, 1997 Update; and the U.S. Census data CHAS dataset.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Area Housing Authority of the County of Ventura

<b>Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)</b>	<b>Area Housing Authority Relevant Activity in the Coming Year</b>
Affordable Housing: Maintain existing units and provide for additional affordable housing units	Continue to find opportunities to preserve affordable housing, such as the AHA's purchase of a 4-bedroom home in Thousand Oaks in 2000.  Continue and finalize two new construction projects for multi-family, affordable, mixed-income housing in Newbury Park and Thousand Oaks.  Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Preserve Low-Income Rental Units: Preserve low-income rental units through working with property owners, non-profit groups, and/or other interested parties to prevent conversion of existing low-income units	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Facilitate Apartment Acquisition for Rehabilitation and Conversion to Affordable Rental Housing: Facilitate participation of non-profits, certified CHDOs, and the Area Housing Authority to purchase existing apartment buildings for rehabilitation and conversion into long-term affordable rental housing	Continue to identify opportunities to rehabilitate and convert existing housing to affordable rental housing, such as Los Arboles, Glen Oaks, and Royal Oaks, all accomplished in the past 3 years.
Allocate Funding to Assist Development of Affordable Units: Allocate Redevelopment Agency funds to assist with the development of additional affordable housing opportunities for extremely low, low, moderate, and middle-income households, including homeless and special needs households	NA
Housing Rehabilitation: Implement Housing Rehabilitation program to assist property owners with repair and maintenance of their housing units  Provide financial assistance to private developers and non-profit groups through rehabilitation of single and multi-family structures	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Provide Fair Housing Activities: Provide Fair Housing information, counseling, and outreach activities to ensure equal housing opportunities for residents and to prevent discrimination against persons seeking to purchase or rent in the City	Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Provide Housing Inspections for Resale Units: Provide housing inspections for resale housing to encourage maintenance of the existing housing stock	NA
Provide Lead-Based Paint Testing: Provide lead-based paint (LBP) testing in homes participating in the Housing Rehabilitation program including structures built prior to 1978 where children under 7 years of age are living	Continue participation in joint efforts with all political jurisdictions to alleviate/eradicate lead-based paint.
Provide Housing Opportunities for Disabled Persons:	Continue the collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. for a facility with 23 one-

Area Housing Authority of the County of Ventura

Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Provide housing opportunities for the Physically, Mentally, or Developmentally Disabled including persons living with HIV/AIDS	<p>bedroom units for independently living, mentally ill individuals. This facility, called Villa Calleguas Apartments, was funded through HUD Section 811 and Ventura County HOME funds, with additional financial assistance from the AHA. The groundbreaking ceremony was held in October 1999 and the facility was dedicated in August 2000. (Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA provides property management services.)</p> <p>Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents.</p>
<p>Assist Elderly and Disabled Households through Housing Assistance Program:</p> <p>Assist senior and disabled households with annual payments that help pay utility costs</p>	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
<p>Provide Special Needs Housing:</p> <p>Provide supportive and transitional housing opportunities for the homeless and those at-risk, those recovering from substance addiction, single-parent families and other special needs groups</p>	<p>Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.</p> <p>Administer the EDSS Grant for in-home supportive services for the AHA's elderly development of Florence Janss in Thousand Oaks. The program is a collaboration between the AHA and Lutheran Social Services of Southern California, the local chapter of the Lutheran Social Ministry Organization.</p> <p>Administer the Multifamily Housing Drug Elimination Program through partnerships with youth-activity providers for the residents of Los Arboles Apartments in Thousand Oaks, a project based rental assistance development.</p> <p>Administer the ROSS Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing development of Florence Janss.</p> <p>Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents.</p> <p>See previous description for Villa Calleguas project.</p> <p>Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family developments of Leggett</p>

Area Housing Authority of the County of Ventura

Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
	Court and Fiore Gardens.
Provide support services through non-profit groups for elderly persons	Administer the EDSS Grant for in-home supportive services for the AHA's elderly development of Florence Janss in Thousand Oaks. The program is a collaboration between the AHA and Lutheran Social Services of Southern California, the local chapter of the Lutheran Social Ministry Organization.  Administer the ROSS Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing development of Florence Janss.
Provide support services through non-profit groups for children and youth, particularly at-risk youth	Administer the Multifamily Housing Drug Elimination Program through partnerships with youth-activity providers for the residents of Los Arboles Apartments in Thousand Oaks, a project based rental assistance development.  Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family developments of Leggett Court and Fiore Gardens.
Support development of additional child care facility (Newbury Park) especially for infants and toddlers	NA
Provide supportive services through non-profit groups for individuals and families in crises	Continue local preferences for Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Camarillo**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Southern California Association of Governments (SCAG) Housing Need Data, and the U.S. Census data CHAS dataset.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Area Housing Authority of the County of Ventura

- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)



Area Housing Authority of the County of Ventura

<b>Camarillo Priority (as identified in the 1999-2000 Action Plan [City of Camarillo Consolidated Plan])</b>	<b>Area Housing Authority Relevant Activity in the Coming Year</b>
Provide assistance to the homeless	Administer the Section 8 Homeless Voucher Program.
Provide assistance to Camarillo residents, including senior citizens, youth, and families	Continue the operation/administration of Public Housing in Camarillo (Ellis Terrace). Continue the operation/administration of the Section 8 Program, including the AHA-owned Raemere duplex in Camarillo. Apply for additional Section 8 vouchers should funding become available.
Provide affordable housing opportunities	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Provide fair housing assistance	Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Provide economic development incentives for the Ventura Blvd. "Old Town" area	NA

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Simi Valley**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the U.S. Census data CHAS dataset.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

## Area Housing Authority of the County of Ventura

<b>Simi Valley Priority Housing Needs (as identified in the 2000 - 2005 Consolidated Plan)</b>	<b>Area Housing Authority Relevant Activity in the Coming Year</b>
Maintain the City's existing housing stock and continue to provide housing rehabilitation opportunities to qualified households.  Continue efforts to further fair housing. Continue to contract for fair housing counseling services, update and implement the City's Analysis of Impediments Study (AI). Track AI performance.	Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.  Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Continue to provide housing assistance to seniors.	Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.
Increase affordable housing options.	<ul style="list-style-type: none"> <li>Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.</li> <li>Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program which is the result of a collaboration of local cities and lenders)</li> </ul>
Assist the homeless.	Continue to administer the Section 8 Homeless Voucher Program.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

### **19. Definition of "Substantial Deviation" and Significant Amendment or Modification"**

[24 CFR Part 903.7 (r)]

A "substantial deviation" from the AHA's 5-Year Plan is defined as:

- A change to the AHA's overall mission, or
- A complete change or abandonment of the AHA's identified goals that significantly affect services to residents.

A "substantial deviation" does not relate to meeting identified objectives or delays in implementation of an objective due to the AHA's business needs, emergencies, or circumstances beyond the AHA's control.

A “**significant amendment or modification**” to the AHA’s 5-Year Plan and Annual Plan is defined as:

- A significant change to the AHA’s strategies for meeting the housing needs of families in its jurisdictions, or
- A significant change in the planned use of financial resources.

A “significant amendment or modification” does not relate to identified goals/objectives that are later refined through coordination with the local jurisdictions, city/county planning departments, or local jurisdictions’ Consolidated Plan proposals/programs.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

- A. FY2001 Capital Fund Program Annual Statement (file name ca092a01)
- B. Performance and Evaluation Reports (file name ca092b01)
- C. FY2001 Capital Fund Program 5-Year Action Plan (file name ca092c01)
- D. Public Housing Drug Elimination Program (PHDEP) Plan (file name ca092d01)
- E. PHA Management Organizational Chart (file name ca092e01)

**PHA Plan  
Table Library**

**(See Attachment A [file name ca092a01] for the AHA's  
FY2001 Capital Fund Program Annual Statement)**

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement  
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation	

Area Housing Authority of the County of Ventura

	Measures	
--	----------	--

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Area Housing Authority of the County of Ventura

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

**Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

**(See Attachment C [file name ca092c01] for the AHA's  
FY2001 Capital Fund Program 5-Year Action Plan)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			



Area Housing Authority of the County of Ventura

**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

## Section 8 Homeownership Program Capacity Statement

In accordance with Notice PIH 2000-43, Paragraph 4, the following information provides the AHA's capacity statement regarding the establishment of a Section 8 Homeownership Program.

Although the AHA presently participates in administering one mortgage finance authority's down-payment assistance program, the AHA wishes to further serve its communities by offering the Section 8 Homeownership Program to the families within its jurisdictional areas. Under this program, selected families are offered the opportunity to convert their Section 8 tenant-based rental assistance into homeownership.

To facilitate that goal, the AHA intends to partner with Cabrillo Economic Development Corporation (CEDC) to provide Section 8 homeownership counseling, training, and financial assistance. CEDC is experienced in serving the ownership needs of culturally diverse, low-income homebuyers. CEDC is part of the Neighborhood Reinvestment's Campaign for Home Ownership and is in the process of being certified by Neighborhood Reinvestment in the NeighborWorks® Full-Cycle Lending process. In the first quarter of 2001, CEDC plans to open the NeighborWorks® Homeownership Center of Ventura County in a location adjacent to their main offices in Saticoy. (This is part of CEDC's funding request to Neighborhood Reinvestment Corporation to finance a 3-year, countywide collaborative effort involving PHA Section 8 staff, CEDC homeownership counselors, selected lenders, and credit agencies.)

As part of the agreement between the AHA and CEDC, the following areas of responsibility will be established. The AHA and CEDC will:

- Participate in developing an individualized list of priorities to services the specific Section 8 homebuyer will need.
- Assist in identifying existing first-time homebuyer projects as well as potential residential units in construction, planning, etc.
- Share information in a timely manner and coordinate as needed to review the program's design.
- Collaborate on establishing "production targets" for the next three years in three areas: 1) number of Section 8 families recruited, 2) number of Section 8 families completing homebuyer education, and 3) number of Section 8 families buying a home.

The AHA will:

- Provide information on homeownership through its briefing packet.
- Determine family eligibility for participation in the Section 8 Homeownership Program.
- Issue a Section 8 homeownership eligibility certificate.

Area Housing Authority of the County of Ventura

- Determine final estimate of housing assistance payment.
- Make housing assistance payments to lender based on correct formula/calculation.
- Reexamine homeowner's income and family composition to determine appropriate payments and make adjustments as needed.
- Interpret and apply other program regulations and guidelines as appropriate.

In conjunction with participating lenders, credit counselors, and community-based organizations, CEDC staff will provide home buying education/training to selected Section 8 homebuyer candidates.

Pre-purchase homebuyer education consists of:

- Bi-weekly orientation sessions to introduce customers to services and evaluate participant's readiness to buy a home.
- Eight-hour fastrack classes to cover the basics of home buying from household budgeting, to credit reports, to shopping for a house, to getting a mortgage.
- Six-week homebuyers club to assist families with 6 to 18 months of preparation before they are ready to purchase a home.
- One-on-one counseling to develop an individual plan for achieving homeownership.

Post-purchase counseling and community building consists of:

- Leadership Development Workshops to train residents to develop leadership skills, to act on neighborhood concerns, and to strengthen their participation in the community.
- Foreclosure intervention to focus on household budgeting, preventing delinquent payments, and working out agreements to pay creditors.

In addition to these areas of responsibility for the AHA and CEDC, homebuyer and lender responsibilities will be identified as part of the overall program design and implementation.

## Implementation of Public Housing Resident Community Service Requirement

In accordance with Notice PIH 2000-43, Paragraph 6, the following information addresses the administrative steps and programmatic aspects of the implementation of the community service requirement for public housing residents.

### Administrative Steps:

- The AHA will post a 30-day notice at all public housing developments announcing a change to the current lease, which will include the new community service requirement. At the end of the 30-day posting period, an addendum will be included in all existing dwelling leases and the community service requirement will be incorporated into all new leases.
- A description of the service requirement is provided in Chapter 15 of the AHA's Admissions and Continued Occupancy Policy for the Public Housing Program (PH ACOP). That chapter will be utilized as the basis for the written description concerning the service requirement. If needed, the description will be modified for distribution to residents.
- The AHA is developing two separate agreements to comply with the community service requirement: 1) Agreement to comply with the community service requirement, and 2) Notice of non-compliance with the community service requirement, which will require that the resident comply with the requirement or the resident's lease will not be renewed.
- The AHA will send a letter to all residents explaining the community service program, along with an acknowledgment form to be signed and returned to the AHA. The letter will clarify who is required to comply and who is exempt from the requirement.
- The AHA currently has an agreement in place with Ventura County Health and Human Services to assist in verifying residents' status for compliance or exemption.

### Programmatic Aspects:

- The AHA will administer its own community service program through the Housing Assets and Resident Services Departments. Collaborative agreements with volunteer and community agencies will be established as appropriate.
- The requirement for third-party verification will be established. Family members will not be permitted to self-certify that they have complied with the community service requirement.
- The AHA may offer the option of requirement compliance through after-school, summer, and educational programs that are part of the AHA's Public Housing Drug Elimination Program and other supportive-service programs for residents. Some of those activities

include after-school care, tutoring, recreational programs, the lunch program, or the bread program.

- If the AHA determines that a resident subject to the community service requirement has not complied with the requirement, the AHA will notify the resident of such noncompliance. The notice will state that:
  - The determination of noncompliance is subject to the administrative grievance procedure under the AHA's Grievance Procedures;
  - Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed; and
  - The AHA may not renew or extend the resident's lease upon expiration of the lease term and shall take such action to terminate the tenancy of the household, unless the AHA enters into an agreement, before the expiration of the lease term, requiring the resident to cure any noncompliance by contributing as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease.

## Pet Policy

In accordance with Notice PIH 2000-43, Paragraph 7, the following information provides the AHA's statement on its pet policy for public housing.

The AHA has established a policy on the keeping of pets in public housing units. The full policy is contained in the AHA's Admissions and Continued Occupancy Policy for the Public Housing Program (PH ACOP). The following information is a summary of the key elements of that policy.

- Nothing in the policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.
- All pets must be approved in advance by the AHA management and the pet owner must enter into a Pet Agreement with the AHA. Pets must be registered with the AHA before they are brought onto the premises. Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.
- No types of pets other than the following may be kept by a resident. Restrictions on the number of pets and other requirements are included in the PH ACOP.
  - Dogs
  - Cats
  - Birds
  - Fish
  - Rodents
  - Turtles
- Residents are prohibited from feeding or harboring stray animals.
- Tenants with animals must pay a pet deposit in the amount specified in the lease addendum.
- All reasonable expenses incurred by the AHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident.
- A separate pet waste removal charge will be assessed against the resident for removal of a pet's defecation, inside or outside the unit, when the resident fails to properly dispose of such waste.
- Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash/harness and under the control of the resident or other responsible individual at all times.
- Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

Area Housing Authority of the County of Ventura

- Residents/pet owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of the areas designated for such purposes.
- Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises.
- No pet (excluding fish) shall be left unattended in any apartment for extended periods of time.
- Additional policy requirements relate to:
  - The identification of responsible parties for the care of the pet
  - Inspections
  - Pet rule violation notice
  - Notice for pet removal in cases of policy violation
  - Termination of tenancy for failure to remove the pet or correct a pet rule violation
  - Pet removal in cases of owner death or incapacity
  - Emergency situations

## Statement of Progress in Meeting the 5-Year Plan Mission and Goals

In accordance with Notice PIH 2000-43, Paragraph 8, the following information provides a progress report for the mission and goals identified in the AHA's 5-Year Plan for Fiscal Years 2000 to 2004.

### **PHA Goal: Expand the supply of assisted housing for families in low-income ranges.**

- More than 60 properties were reviewed in 2000, with 30 resulting in serious review and 15 identified for detailed review. Discussions were held with the Building Committee and the applicable jurisdictions.
- A single-family home in Thousand Oaks on Calle Avellano was purchased. The home is now occupied by a handicapped Section 8 family.
- The purchase of a .67 acre parcel of land located at the corner of Sunset Blvd. and Los Robles Ave. in Thousand Oaks was accomplished in 2000. "Sunset Village" will be the first fully AHA developed project in several years. The complex will provide 10 or 11 new two-bedroom apartments, depending upon the final site plan approved by the city. All apartments will be available to low-income families.
- Negotiations are in process with the City of Camarillo to develop a new 31-unit apartment complex off Flynn Road as affordable rentals.
- A project to purchase and rehabilitate two duplexes in the City of Ojai has been identified for consideration in 2001.
- Three other possible projects proved to be "dry holes" due to factors beyond the control of the AHA (e.g., owner differences that could not be reconciled, building relocation costs that far exceeded new construction costs, owners who backed out of negotiations, etc.)
- The success of a collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. was celebrated when Villa Calleguas Apartments was dedicated in August 2000. The facility consists of 23 one-bedroom units for independently living, mentally ill individuals. Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA provides property management services. The facility was funded through HUD Section 811 and Ventura County HOME funds, with additional financial assistance from the AHA.

### **PHA Goal: Promote self-sufficiency and asset development of assisted households.**

- The AHA successfully applied for and received grant funding for:
  - The Resident Opportunity and Self-Sufficiency (ROSS) Program to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation



services, and resource information/referrals for seniors at the Florence Janss, Tafoya Terrace, and Whispering Oaks developments.

- The Multifamily Housing Drug Elimination Program for school tutoring and youth activity programs and employment training for the residents of Los Arboles Apartments.
- The Public Housing Drug Elimination Program (PHDEP) for anti drug youth activities, continued law enforcement presence, tutoring and recreational programs, and supportive services for employment/training of residents of Ellis Terrace, Fiore Gardens, Leggett Court, and Roth Apartments.

**PHA Goal: Increase assisted housing choices.**

- Although the AHA presently participates in administering one mortgage finance authority's down-payment assistance program, the AHA wishes to further serve its communities by offering the Section 8 Homeownership Program to the families within its jurisdictional areas. Under this program, selected families are offered the opportunity to convert their Section 8 tenant-based rental assistance into homeownership. To facilitate that goal, the AHA intends to partner with Cabrillo Economic Development Corporation (CEDC) to provide Section 8 homeownership counseling, training, and financial assistance.

**PHA Goal: Improve community quality of life and economic vitality.**

- Successful implementation of structural modifications/upgrades, management improvements, and maintenance of public housing developments through the Capital Fund program.

**PHA Goal: Enhance the marketability and perception of both public housing and the AHA.**

- The AHA's Executive Director conducted several public presentations. He:
  - Authored and presented "Ventura County: You Can't Afford to Live Here," a paper identifying the crisis in housing in Ventura County.
  - Was a featured guest speaker on "Real Estate Today," a public television program.
  - Appeared before the City's of Camarillo, Moorpark, Simi Valley, and Thousand Oaks on various housing issues.

**General PHA Goal that spans several specific subjects:**

- All goals that were identified as efforts to be continued (for example, administration of the Ventura Cities Mortgage Finance Authority, collaboration with jurisdictional areas to provide additional funding sources, application for and continued administration of grant funding, implementation and improvement of preventative maintenance plan for public housing, etc) were successfully maintained.



**Resident Membership of the  
AHA Governing Board**

Name:	Vina Milburn
Title:	Tenant Commissioner Representative
Method of Selection:	Appointed by AHA Board of Commissioners
Term of Appointment:	Every three years

**Membership of the  
Resident Advisory Board**

Wendy Iucci
Ruth V. McIntyre
Marie Antoinette Milla
Gwen Talifero
Bhojo Shahani
Asi Ah-Ching
Elizabeth Gordon
Cindy Sloan
Vina June Milburn
Susan Rogers
Karen LaBrot
Michele and Thomas Gutierrez
Tanya Porche
Veronica Haverback
Sheryl Lotz
Sandra Lopez

## Statement on Section 8 Project-Based Vouchers

In accordance with Notice PIH 2001-4, Section C, the following information provides the AHA's statement on project-based vouchers.

The AHA intends to project base approximately 400 Section 8 units. The units are to be located throughout the Housing Authority's jurisdictional area, which includes the cities of Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks, and the unincorporated area of the County of Ventura.

Project-basing of the Section 8 assistance, rather than tenant-basing of the same amount of assistance, is an appropriate option for the Area Housing Authority because the supply of units for tenant-based assistance is very limited throughout Ventura County. Project-basing is needed to assure the availability of affordable units during this time of critical shortage of affordable housing in the AHA's jurisdictional area for a period of years as permitted by regulation.

Project-basing of Section 8 assistance is consistent with the AHA's Agency Plan mission and goals, especially:

- Providing opportunities and assistance to people in need of affordable housing through partnerships;
- Expanding the supply of assisted housing for families in low-income ranges;
- Increasing assisted housing choices; and
- Preserving existing housing.

All new project-based assistance agreements or HAP contracts created by the AHA will be for census tracts within the AHA's jurisdictional area, which have poverty rates of less than 20 percent.

## Statement on Local Preferences (Section 8 Program)

This attachment to the Agency Plan provides the AHA's description of its local preferences for the Section 8 program.

Additions were made to the existing preferences in response to priorities and requirements for "special-need population groups." The AHA retained the Residency Preference as the first and foremost preference, with the other preferences identified below as ancillary considerations. The preferences allow the AHA to meet local housing needs, while ensuring that eligibility criteria are met and the preferences are fairly and uniformly applied.

The AHA provides applicants the opportunity to show that they qualify for available preferences, may limit the number of applicants that may qualify for any local preference, and may open or close the list by local preference category. All applicants are placed on the same waiting list and the waiting list remains open for these local preference applicants. Should the AHA become 100-percent leased, the waiting list will be closed to all applicants, regardless of preference.

The selection process from the AHA's Section 8 waiting list is prioritized according to the following:

1. Residency Preference and Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing
2. Residency Preference
3. Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, or Preference to Enable Assisted Living Housing
4. Others.

Selection from the list is made without regard to race, creed, color, religion, sex, handicap, national origin, familial status, or sexual orientation.

The following paragraphs define the criteria to be applied for the various local preferences.

### **Residency Preference**

This preference applies to applicants who are residents of the AHA's jurisdiction. "Resident" shall mean a person who currently lives, works, or has been hired to work within the AHA's area of jurisdiction.

**Involuntarily Displaced Preference (Includes Victims of Domestic Violence)**

This preference applies to applicants who are displaced and are not living in standard, permanent replacement housing or are unable to live in their current residence because of:

- Demolition or disposition of their residence as a result of local, State, or Federal mandates.
- Residing in a multifamily rental housing project when HUD sells, forecloses upon or demolishes the project.
- Residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term.
- Providing information on criminal activities to a law enforcement agency and, after a threat assessment and to avoid reprisals, the law enforcement agency recommends housing the family to reduce risk of violence to the family. The AHA will take reasonable precautions to assist the law enforcement agency in concealing the new location of the family in cases of witness protection.
- Being the victim of one or more hate crimes and vacating the home because of the crime or the fear of such a crime. A hate crime is actual or threatened, physical violence or intimidation that is directed against a person on his property and is based upon the persons race, color, religion, sex, national origin, disability, familial status, or sexual orientation, and is of a continuing nature.
- Being the victim of domestic violence defined as applicants who have been subjected to or victimized by a member of the family or household. The AHA will require evidence that the family has been displaced as a result of fleeing violence in the home. Applicants are also eligible for this preference if there is evidence that the family is currently living in a situation where they are being subjected to or victimized by violence in the home.

The AHA will consider the following criteria to establish this preference:

- Evidence of actual or threatened physical violence directed against the applicant or the applicant's family by a spouse or other household member who lives with the family. Such violence must be documented as being of a continued nature.
- The applicant must certify that the abuser will not reside with the applicant unless the AHA gives prior written approval.
- The applicant may be transitioning from an interim-housing program designed to assist victims of domestic violence and their children.
- An applicant who lives in a violent neighborhood or is fearful of other violence outside the household is not eligible for this preference.

The AHA will take reasonable precautions to assist the law enforcement agency in concealing the new location of the family in cases of domestic violence.

- Facing the imminent placement of a family's child or children in out-of-home care, or the delay of the discharge of a child or children to the family from out-of-home care due to the lack of adequate housing (such as those who qualify for the AHA's Family Unification Program). The "lack of adequate housing" means the family is:
  - Living in substandard housing,
  - Homeless,
  - Displaced by domestic violence, or
  - Living in an inadequately sized unit.
- Facing the imminent release from an authorized children's-care facility (such as a foster-care home) or other juvenile facility due to reaching the maximum age allowable at the facility. Applicants must have a need for affordable housing as certified by the Ventura County Human Services Agency/Children and Family Services. Such applicants must meet all Section 8 Program requirements, including minimum age qualifications.

**Substandard Housing Preference (Includes Homeless)**

This preference applies to applicants whose dwelling meets one or more of the following criteria:

- Is dilapidated, as cited by officials of the local code enforcement agencies;
- Does not have operable indoor plumbing;
- Does not have a usable flush toilet or bathtub/shower inside the unit for the exclusive use of the family;
- Does not have electricity or has inadequate or unsafe electrical service;
- Does not have a safe or adequate source of heat;
- Should, but does not, have a kitchen; or
- Has been declared unfit for habitation by a government agency.

This preference also applies to applicants who are homeless and are considered to be living in substandard housing due to:

- The lack of a fixed, regular and adequate nighttime residence, and
- Having a primary nighttime residence that is a supervised public or private shelter providing temporary accommodations, or an institution providing temporary residence for individuals intended to be institutionalized, or a public or private place not ordinarily used as a sleeping accommodation for people.

Families who are residing with friends or relatives on a temporary basis may be evaluated for inclusion in the homeless definition.

**Disability Preference**

This preference applies to applicants who are disabled or have a disabled member of the family, as defined in this plan. Proof of disability will be required at time of selection from the waiting list. The AHA may not adopt a preference for admission of persons with a specific disability.



### **Veteran/Active Serviceperson Preference**

This preference applies to applicants who are veterans or active servicepersons. “Veteran” shall mean:

- A head of household;
- A spouse of the head of household;
- A divorced spouse of an individual;
- A widow of an individual; or
- A widower of an individual...

who has been honorably discharged from a branch of the military service of the United States of America or is a reservist or a National Guardsman, after serving at least 182 consecutive days, and whose discharge can be confirmed by submission of a Department of Defense (DoD) Form 214. The discharge must be classified as “general” or better.

“Active Serviceperson” shall mean an individual currently serving in a branch of the military forces, including a reservist or National Guardsman, to the United States of America and who has served at least 182 consecutive days.

### **CalWORKS Program Participant Preference**

This preference applies to applicants who are qualified and approved participants in the California Work Opportunity and Responsibility to Kids (CalWORKS) welfare reform program. The preference is intended to:

- Help specific CalWORKS families achieve or retain employment by assisting them to rent housing close to where they work; or
- Stabilize housing in order to enable them to get to work regularly; or
- Help make possible safe and stable housing for CalWORKS families who have physical or mental disabilities.

Applicants must be in “good standing,” in compliance with identified welfare-to-work program requirements, and have a need for affordable housing as certified by the Ventura County Human Services Agency. The agency’s certification must state the reasons why the family is being recommended for preference consideration. The agency, in conjunction with CalWORKS staff, must determine if the Section 8 voucher would:

- Increase the client’s job stability
- Help with child care arrangements
- Relieve a burden in caring for special needs children
- Assist at a time of loss of the second parent due to death, domestic violence, or imprisonment
- Allow the family to break away from a dangerous or unhealthy multi-family housing situation.

The agency, in conjunction with CalWORKS staff, must also determine if the family:

- Shows consistency in follow-through on their case plan
- Demonstrates the ability to budget and manage money
- Has a reasonable likelihood of securing housing and remaining in that housing for a sufficient time to provide stability to the family.

**Preference to Enable Assisted Living Housing**

This preference applies to qualified, Medicaid-eligible applicants (Medi-Cal eligible in California) who may use Housing Choice Vouchers in assisted living facilities to remain independent and avoid premature institutionalization. Such applicants are at risk of being placed in hospitals, nursing facilities, or intermediate care facilities due to the need for assistance with some activities of daily living. They must have the physical ability to live independently, but need assistance with activities of daily living that may include personal care, transportation, meals, nursing care, laundry, medication monitoring, security, or housekeeping. Applicants must not require continual medical or nursing care.

**Note:** Facilities such as nursing homes, convalescent hospitals, or board and care homes providing continual medical, nursing, or psychiatric services are not eligible under this provision. An assisted living facility may be owned by a public, proprietary, or private nonprofit corporation or association and must be licensed by the State.

## Statement on Increases in Rental Income

In accordance with 24 CFR Parts 990.109 and 990.116, the AHA will calculate the amount of increased public housing rental income that may be retained. Any retained funds will be used for resident-related improvements and services.

Resident participation and input will be sought to help determine the best expenditure of funds. The Regional Resident Council meetings will provide the forum for resident input. Eligible uses for the funds may include, but are not limited to,:

- Physical and management improvements that benefit residents
- Resident self-sufficiency services
- Maintenance operations
- Resident employment and training services
- Resident safety and security improvements and services
- Optional earned income exclusions.

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name: Area Housing Authority of the County of Ventura		Locality (City, County & State) Ventura County, California		<b>X Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2006
CA16-PO92-	Annual Stateme nt				
003-Whispering Oaks		\$15,000.00	\$6,000.00	\$166,500.00	\$102,500.00
005-Florence Janss		\$83,400.00	\$48,000.00	\$15,500.00	\$43,600.00
007-Leggett Court		\$56,500.00	\$23,750.00	\$86,000.00	\$58,675.00
009-Roth Apartments		\$24,500.00	\$86,400.00	\$26,000.00	\$85,177.00
010-Tafoya Terrace		0.00	\$94,546.00	\$47,056.00	\$30,360.00
015-Ellis Terrace		\$20,000.00	\$16,200.00	\$30,000.00	\$16,000.00
016-Fiore Gardens		\$150,000.00	\$60,000.00	\$2,500.00	\$27,500.00
Management Needs		\$217,520.00	\$232,024.00	\$193,364.00	\$203,108.00
Total CFP Funds (Est.)		\$566,920.00	\$566,920.00	\$566,920.00	\$566,920.00
Total Replacement Housing Factor Funds					

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : Two FFY Grant: 2002 PHA FY: 2003			Activities for Year: Three FFY Grant: 2003 PHA FY: 2004		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Whispering Oaks	Paint all Wrought Iron Fence	\$10,000.00	Whispering Oaks	Trim trees on site (phase 4)	\$6,000.00
	CA16PO92-003	Trim trees on site (phase 3)	\$5,000.00	CA16PO92-003		
					Total 1450	\$6,000.00
		Total 1450	\$15,000.00			
				Florence Janss	Trim trees on site (phase 1)	\$3,000.00
	Florence Janss	Replace Bedroom windows with	\$45,000.00	CA16PO92-005		
	CA16PO92-005	Dual glazing (phase 1-32 units)			Total 1450	\$3,000.00
		Replace Kitchen & Bathroom faucet	\$38,400.00			
					Replace Bedroom windows with	\$45,000.00
SEE		Total 1460	\$83,400.00		Dual glazing (phase 2-32 units)	
ANNUAL						
STATEMENT	Leggett Court	Trim trees on site	\$6,000.00		Total 1460	\$45,000.00
	CA16PO92-007	Playground renovation	\$30,000.00			
				Leggett Court	Replace Kitchen & Bathroom faucet	\$23,750.00
		Total 1450	\$36,000.00	CA16PO92-007		
					Total 1460	\$23,750.00
		Replace Kitchen & Bathroom faucet	\$20,500.00			
				Roth Apartments	Replace Bathroom and Tub faucets	\$20,400.00
		Total 1460	\$20,500.00	CA16PO92-009	Replace backflow preventer	\$5,900.00
					Retrofit windows with dual glazing	
	Roth Apartments	Trim trees on site	\$7,500.00		(phase 1)	\$60,100.00
	CA16PO92-009					
		Total 1450	\$7,500.00		Total 1460	\$86,400.00

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : Two FFY Grant: 2002 PHA FY: 2003			Activities for Year: Three FFY Grant: 2003 PHA FY: 2004		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	CA16PO92-009	Replace front entrance door jambs	\$17,000.00	Tafoya Terrace	Replace roof with fiberglass shingles	\$45,000.00
	(Continued)			CA16PO92-010		
		Total 1460	\$17,000.00		Replace Bedroom/Living room and Community room windows with dual Glazing	\$49,546.00
	Ellis Terrace	Replace water heaters	\$20,000.00			
	CA16PO92-015					
		Total 1460	\$20,000.00		Total 1460	
	Fiore Gardens			Ellis Terrace	Repair/repaint soffits and iron rails	\$16,200.00
SEE	CA16PO92-016	Trim trees on site	\$4,000.00	CA16PO92-015		
ANNUAL					Total 1450	\$16,200.00
STATEMENT		Total 1450	\$4,000.00			
				Fiore Gardens	Install washer and Dryer hookups	\$60,000.00
		Installation of A/C condensers	\$150,000.00	CA16PO92-016		
					Total 1460	\$60,000.00
		Total 1460	\$150,000.00			

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : Four FFY Grant: 2004 PHA FY: 2005			Activities for Year: Five FFY Grant: 2005 PHA FY: 2006		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Whispering Oaks	Trim trees on site (phase 5)	\$3,000.00	Whispering Oaks	Trim trees on site (phase 6)	\$3,000.00
	CA16PO92-003			CA16PO92-003	Seal & re-stripe parking lot	\$9,500.00
		Install Security Lighting	\$60,000.00			
					Total 1450	\$12,500.00
		Total 1450	\$63,000.00			
					Repair stucco and Siloxan seal	\$30,000.00
		Replace Bedroom windows with	\$101,000.00		Insulate water lines in attic	\$25,000.00
		Dual glazing & Solar film sliders			Unit Water shut Off	\$20,000.00
SEE		Total 1460	\$101,000.00		Total 1460	\$75,000.00
ANNUAL						
STATEMENT		Reconfigure mail room and install	\$2,500.00		Laundry room rehabs (4)	\$15,000.00
		Parcel boxes				
					Total 1470	\$15,000.00
		Total 1470	\$2,500.00			
				Florence Janss	Trim trees on site	\$2,000.00
	Florence Janss	Repair/replace entrance doors to	\$10,000.00	CA16PO92-005		
	CA16PO92-005	Common areas			Total 1450	\$2,000.00
		Laundry room rehab	\$3,000.00			
		Reconfigure mail room and install	\$2,500.00		Repair stucco and Siloxan seal	\$32,000.00
		Parcel boxes			Replace bathroom exhaust fans	\$9,600.00
		Total 1470	\$15,500.00		Total 1460	\$41,600.00

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : Four FFY Grant: 2004 PHA FY: 2005			Activities for Year: Five FFY Grant: 2005 PHA FY: 2006		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Leggett Court	Replace windows with dual glaze/	\$80,000.00	Leggett Court	Trim trees on site	\$6,000.00
	CA16PO92-007	Solar film sliders		CA16PO92-007		
		Install Energy Efficient Hallway	\$6,000.00		Total 1450	\$6,000.00
		Lights				
					Repair stucco and Siloxan seal	\$19,600.00
		Total 1460	\$86,000.00		Replace bathroom exhaust fans	\$8,575.00
					Repair/repaint soffits and facias	\$24,500.00
	Roth Apartments	Replace windows with dual glazing	\$26,000.00			
	CA16PO92-009	Phase (2)			Total 1460	\$52,675.00
SEE						
ANNUAL		Total 1460	\$26,000.00	Roth Apartments	Trim trees on site	\$7,500.00
STATEMENT				CA16PO92-009		
	Tafoya Terrace	Repair/repaint exterior trim and rails	\$14,556.00		Total 1450	\$7,500.00
	CA16PO92-010					
		Total 1460	\$14,556.00		Repair stucco and Siloxan seal	\$20,000.00
					Replace bathroom exhaust fans	\$47,000.00
		Install carports in parking lot	\$30,000.00		Repair/replace damaged roofs	\$5,100.00
		Reconfigure mail room and install	\$2,500.00		Install shelves in pantry	\$5,577.00
		Parcel boxes				
					Total 1460	\$77,677.00
		Total 1470	\$32,500.00			
				Tafoya Terrace	Trim trees on site	\$2,000.00
				CA16PO92-010		
					Total 1450	\$2,000.00



# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : Four FFY Grant: 2004 PHA FY: 2005			Activities for Year: Five FFY Grant: 2005 PHA FY: 2006		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Ellis Terrace	Playground renovation	\$30,000.00	CA16PO92-010	Repair stucco and Siloxan seal	\$20,250.00
	CA16PO92-015			(Continued)	Replace entry door locks	\$7,860.00
		Total 1450	\$30,000.00			
					Total 1460	\$28,360.00
	Fiore Gardens	Trim trees on site	\$2,500.00			
	CA16PO92-016			Ellis Terrace	Trim trees on site	\$2,500.00
		Total 1450	\$2,500.00	CA16PO92-015		
					Total 1450	\$2,500.00
SEE					Repair stucco and Siloxan seal	\$13,500.00
ANNUAL						
STATEMENT					Total 1460	\$13,500.00
				Fiore Gardens	Trim trees on site	\$2,500.00
				CA16PO92-016	Playground renovation	\$25,000.00
					Total 1450	\$27,500.00

# CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Area Housing Authority of the County of Ventura		<b>Grant Type and Number</b> Capital Fund Program Grant No: (CGP) CA16PO9270798 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 1998
<b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <b>(X) Performance and Evaluation Report for Period Ending: 12/31/00</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	71,918.00	68,853.57	68,853.57	68,853.57
	Management Improvements Hard Costs	1,000.00	600.00	600.00	600.00
4	1410 Administration	49,739.00	52,495.42	52,495.42	52,495.42
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,241.00	80,539.00	80,539.00	64,090.56
8	1440 Site Acquisition				
9	1450 Site Improvement	9,649.23	11,923.19	11,923.19	11,923.19
10	1460 Dwelling Structures	162,802.61	145,217.18	142,217.18	67,108.18
11	1465.1 Dwelling Equipment—Nonexpendable	40,400.00		40,400.00	40,400.00
12	1470 Nondwelling Structures	84,368.00	117,986.10	87,986.10	69,434.60
13	1475 Nondwelling Equipment	8,225.39	6,943.54	6,943.54	6,943.54
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	16,614.77	0.00		
	Amount of Annual Grant: (sum of lines 1-19)	524,958.00	524,958.00	491,958.00	381,849.06
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line (11,12,13) Related to Energy Conservation Measures	81,128.39	81,128.39		
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: (CGP)CA16PO92-70798 Replacement Housing Factor Grant No:					Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
AGENCY-WIDE	Resident Services Administrator		1408		47,535.00		47,535.00	47,535.00	
Management									
Improvements	FSS Administrator				11,883.00	12,121.41	12,121.41	12,121.41	
	Resident Council Support				5,000.00	2,651.56	2,651.56	2,651.56	
	PHA Staff Training				5,000.00	4,045.60	4,045.60	4,045.60	
	Energy Audit Update				2,500.00		2,500.00	2,500.00	
	Grant Tracking Software				1,000.00	600.00	600.00	600.00	
	Total 1408				72,918.00	69,453.57	69,453.57	69,543.57	
Administration	Housing Assets Manager		1410		27,356.00	32,871.91	32,871.91	32,871.91	
	Accounting Tech				6,900.00	8,254.42	8,254.42	8,254.42	
	Fringe Benefits				9,983.00		9,983.00	9,883.00	
	PHA Related Travel				5000.00	886.09	886.09	886.09	
	Sundry				500.00		500.00	500.00	

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: (CGP)CA16PO92-70798 Replacement Housing Factor Grant No:					Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Administration	Total 1410				49,739.00	52,495.42	52,495.42	52,495.42	
(Continued)									
Fees and Costs	Construction/Management		1430		50,741.00	45,503.00	45,503.00	29,054.56	
	Contract Compliance								
	CGP Update Fees				8,500.00	14,000.00	14,000.00	14,000.00	
	A & E Fees				15,500.00	21,036.00	21,036.00	21,036.00	
	Total 1430				80,241.00	80,539.00	80,539.00	64,090.56	
Non-Dwelling Equipment	Maintenance Tools		1475		2,500.00	1,218.15	1,218.15	1,218.15	
	Appliances Community Room (003)			5	1,500.00		1,500.00	1,500.00	
	Appliances Community Room (005)			6	2,225.39		2,225.39	2,225.39	
	Appliances Community Room (009)			3	1,000.00		1,000.00	1,000.00	
	Appliances Community Room (010)			3	1,000.00		1,000.00	1,000.00	
	Total 1475				8,225.39	6,943.54	6,943.54	6,943.54	

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: (CGP) CA16PO92-70798 Replacement Housing Factor Grant No:					Federal FY of Grant: <b>1998</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Contingency	PHA Contingency		1502		16,614.77	0.00			
Account									
Whispering Oaks	Replace Main Water Shut-offs		1460	6	6,800.00	7,081.50	7,081.50	4,356.50	
CA16PO92-003									
	Repair/Replace & Repaint Horizontal			LS	20,000.00	10,000.00	10,000.00	3,825.00	
	Siding Main Building								
	Repair/Replace & Repaint Siding			LS	54,400.00	37,481.50	37,481.50	29,331.50	
	Bungalows								
	Total 1460				81,200.00	54,563.00	54,563.00	37,513.00	
	Replace Unit Refrigerators		1465	101	40,400.00		40,400.00	40,400.00	
	Total 1465				40,400.00		40,400.00	40,400.00	
Florence Janss	Elevator Retrofit & ADA Upgrades		1460	2	40,000.00	58,059.00	58,059.00	0.00	
CA16PO92-005									
	Replace Card Entry System			1	3,000.00		0.00	0.00	
	Repair/Paint Siding & Porch Railings			32	32,000.00	20,090.68	20,090.68	0.00	
	Total 1460				75,000.00	81,149.68	78,149.68	0.00	

**Annual Statement/Performance and Evaluation Report (112/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: (CGP)CA16PO92-70798 Replacement Housing Factor Grant No:					Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
CA16PO92-005	Repair/Paint Woodwork on Carports		1470	3	7,200.00	7,500.00	7,500.00	1,462.50	
(continued)									
	Replace Carport Roofs			3	6,000.00	6,500.00	6,500.00	4,387.50	
	Replace Heat Pumps Common Areas			15	30,000.00		0.00	0.00	
	Total 1470				43,200.00	44,000.00	14,000.00	5,850.00	
Leggett Court CA16PO92-007	Repair/Repaint Woodwork on Carports		1470	16	12,250.00		12,250.00	8,383.00	
	Replace Carport Roofs			16	20,000.00	27,065.26	27,065.26	27,065.26	
	Total 1470				32,250.00	39,315.26	39,315.26	35,448.26	
Roth Apartments CA16PO92-009	Handicapped Exit Sidewalks		1450	2	7,146.23	6,920.19	6,920.19	6,920.19	
	Total 1450				7,146.23	6,920.19	6,920.19	6,920.19	
	Repair to Main Electrical Panels		1460	7	2,084.50		2,084.50	2,084.50	
	Total 1460				2,084.50		2,084.50	2,084.50	

## Part II: Supporting Pages

[illegible]

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura			Grant Type and Number Capital Fund Program No: (CGP) CA16PO92-70798 Replacement Housing Factor No:				Federal FY of Grant: 1998
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Resident Services	3/31/00		2/28/99	9/30/01		12/31/00	
Administrator							
FSS Administrator	3/31/00		2/28/99	9/30/01		9/30/00	
Resident Council	9/30/00		9/30/00	9/30/01		12/31/00	
Support							
PHA Staff Training	9/30/00		8/30/00	9/30/01		9/30/00	
Energy Audit Update	3/31/00		8/30/00	9/30/01		9/30/98	
Grant Tracking Software	9/30/00		8/30/00	9/30/01		9/30/00	
Housing Assets Manager	3/31/00		2/28/99	9/30/01		9/30/00	
Accounting Tech	3/31/00		2/28/99	9/30/01		9/30/00	
Fringe Benefits	3/31/00		2/28/99	9/30/01		9/30/00	
PHA Related Travel	9/30/00		8/30/00	9/30/01		9/30/00	
Sundry	9/30/00		5/31/00	9/30/01		6/30/00	



**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura			Grant Type and Number Capital Fund Program No: (CGP) CA16PO92-70798 Replacement Housing Factor No:				Federal FY of Grant: 1998
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Construction Managt./	3/31/00		2/28/99	9/30/01			
Contract Compliance							
CGP Update Fees	3/31/00		2/28/99	9/30/01		9/30/98	
A & E Fees	3/31/00		3/31/00	9/30/01		12/31/00	
Maintenance Tools	9/30/00		8/31/00	9/30/01		9/30/00	
Appliances Community Room (003)	3/31/00		2/28/99	9/30/01		4/19/99	
Appliances Community Room (005)	3/31/00		2/28/99	9/30/01		4/19/99	
Appliances Community Room (009)	3/31/00		2/28/99	9/30/01		4/19/99	
Appliances Community Room (010)	3/31/00		2/28/99	9/30/01		4/19/99	
Whispering Oaks CA16PO92-003							
Replace Water Shut Offs	9/30/00		9/30/00	9/30/01			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: (CGP) CA16PO92-70798 Replacement Housing Factor No:					Federal FY of Grant: 1998
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Siding Repair Main Building	9/30/00		7/1/00	9/30/01			
Siding Repair Bungalow	9/30/00		7/1/00	9/30/01			
Replace Refrigerators	3/31/00		2/28/99	9/30/01		4/19/99	
Florence Janss CA16PO92-005							
Elevator Upgrades	9/30/00		8/21/00	9/30/01			
Replace Card Reader System	9/30/00	12/31/00	12/7/00	9/30/01			Original bids over estimates had to re-bid
Repair Porch Railings	9/30/00		7/1/00	9/30/01			
Repair Woodwork on Carports	9/30/00		7/1/00	9/30/01			
Replace Carport Roofs	9/30/00		7/1/00	9/30/01			
Replace Heat Pumps Common Area	9/30/00	3/31/01		9/30/01			Original bids over estimates had to re-bid

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: (CGP) CA16PO92-70798 Replacement Housing Factor No:					Federal FY of Grant: 1998
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Leggett Court CA16PO92-007							
Repair Woodwork on Carports	9/30/00		7/1/00	9/30/01			
Replace Carport Roofs	9/30/00		7/1/00	9/30/01		12/31/00	
Roth Apartments CA16PO92-009							
Handicapped Exit Sidewalks	9/30/00		5/31/00	9/30/01		6/30/00	
Repair to Main Electrical Panels	3/31/00		12/22/98	9/30/01		12/31/98	
Tafoya Terrace CA16PO92-010							
Exterior Lighting	9/30/00		8/31/00	9/30/01		9/30/00	
Install Gutters and Downspouts	9/30/00		8/31/00	9/30/01		9/30/00	

## Part III: Implementation Schedule

[illegible]

# CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Area Housing Authority of the County of Ventura		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16PO92-70899 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 1999
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) X Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	89,172.00		75,584.54	21,638.41
	Management Improvements Hard Costs				
4	1410 Administration	52,278.00	59,078.56	57,563.37	29,563.10
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,800.00	79,075.71	71,966.33	23,478.33
8	1440 Site Acquisition				
9	1450 Site Improvement	16,000.00			
10	1460 Dwelling Structures	276,800.00	277,548.57	30,100.54	30,100.54
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	45,050.00		1,422.85	1,422.85
13	1475 Nondwelling Equipment	2,500.00		654.94	654.94
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	27,303.00	16,478.16		
	Amount of Annual Grant: (sum of lines 1-19)	585,903.00	585,903.00	237,292.57	106,858.17
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line (9,10,12) Related to Energy Conservation Measures	185,050.00			
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-70899 Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Agency-Wide									
Management	Resident Services Administrator		1408		51,338.00		51,338.00	14,949.09	
Improvements									
	FSS Administrator				12,834.00		12,834.00	1,019.11	
	Resident Council support				5,000.00		5,000.00	347.98	
	PHA staff training				5,000.00		634.00	510.00	
	Resident Education Tutoring				5,000.00		53.54	53.54	
	Resident Training				5,000.00		5,000.00	4,033.69	
	Resident Integrity				5,000.00		725.00	725.00	
	Total 1408				89,172.00		75,584.54	21,638.41	
Administration	Housing Assets Manager		1410		29,544.00	34,356.00	34,356.00	12,781.88	
	Fringe Benefits				7,452.00	8,952.00	8,952.00	4,752.99	
	Accounting Tech				10,782.00		10,782.00	7,730.86	
	PHA related travel				4,000.00		3,308.81	3,308.81	

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-70899 Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Administration	Sundry				500.00	988.56	988.56	988.56	
(continued)									
	Total 1410				52,278.00	59,078.56	58,387.37	29,563.10	
Audit Fees	Audit Fee		1411		1,000.00	0.00	0.00	0.00	
	Total 1411				1,000.00	0.00	0.00	0.00	
Fees and Costs	Construction management/ Contract Compliance		1430		54,800.00	48,488.00	48,488.00	0.00	
	CGP Update Fees				5,500.00		449.95	449.95	
	A & E Fees				15,500.00	25,087.71	23,028.38	23,028.38	
	Total 1430				75,800.00	79,075.71	71,966.33	23,478.33	
Non-Dwelling Equipment	Maintenance Tools		1475		2,500.00		654.94	654.94	
	Total 1475				\$2,500.00		654.94	654.94	
Contingency Account	PHA Contingency		1502		27,303.00	16,478.16			
	Total 1502				27,303.00	16,478.16			

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-70899 Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Whispering Oaks	Tree Trimming		1450		3,000.00		0.00	0.00	
CA16PO92-003									
	Total 1450				3,000.00		0.00	0.00	
	Replace Wall Furnaces		1460	101	80,800.00		0.00	0.00	
	Repair/Replace front door systems			70	34,000.00		0.00	0.00	
	Gutters & Down-spouts on Bungalows			14	34,000.00		0.00	0.00	
	Total 1460				148,800.00		0.00	0.00	
	Replace Electrical room doors		1470		2,800.00		1,422.85	1,422.85	
	Replace rooftop HVAC				40,000.00		0.00	0.00	
	Total 1470				42,800.00		1,422.85	1,422.85	
Florence Janss	Exterior lighting upgrades		1450		13,000.00		0.00	0.00	
CA16PO92-005									
	Total 1450				13,000.00		0.00	0.00	



**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-70899 Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
CA16PO92-005	Repair exterior siding and porch rails		1460	64	32,000.00	32,748.57	30,100.54	30,100.54	
(continued)									
	Total 1460				32,000.00	32,748.57	10,782.00	10,782.00	
Leggett Court	A/C Replacement		1460	49	49,000.00		0.00	0.00	
CA16PO92-007									
	Total 1460				49,000.00		0.00	0.00	
Roth Apartments	Community room lighting		1470		2,250.00		0.00	0.00	
CA16PO92-009									
	Total 1470				2,250.00		0.00	0.00	
Ellis Terrace	Repair/Replace front door systems		1460	27	27,000.00		0.00	0.00	
CA16PO92-015									
	Total 1460				27,000.00		0.00	0.00	
Fiore Gardens	Entrance screen doors		1460	50	20,000.00		0.00	0.00	
CA16PO92-016									
	Total 1460				20,000.00		0.00	0.00	

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

<b>PHA Name:</b> Area Housing Authority of the County of Ventura			<b>Grant Type and Number</b> Capital Fund Program No: (CGP) CA16PO92-70899 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> <b>1999</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Resident Services	3/31/01		3/30/00	9/30/02			
Administrator							
FSS Administrator	3/31/01		3/30/00	9/30/02			
Resident Council	3/31/01		12/31/00	9/30/02			
Support							
PHA Staff Training	3/31/01			9/30/02			
Resident Education	3/31/01			9/30/02			
Tutoring							
Resident Training	3/31/01		12/31/00	9/30/02			
Resident Integrity	3/31/01			9/30/02			
Housing Assets Manager	3/31/01		3/30/00	9/30/02			
Fringe Benefits	3/31/01		3/30/00	9/30/02			
Accounting Tech	3/31/01		3/30/00	9/30/02			
PHA Related Travel	3/31/01			9/30/02			

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

<b>PHA Name:</b> Area Housing Authority of the County of Ventura			<b>Grant Type and Number</b> Capital Fund Program No: (CGP) CA16PO92-70899 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> <b>1999</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Sundry	3/31/01			9/30/02			
Auditors	3/31/01			9/30/02			
Construction/Managt	3/31/01		3/30/00	9/30/02			
Contract Compliance							
CGP Update Fees	3/31/01			9/30/02			
A & E Fees	3/31/01			9/30/02			
Maintenance Tools	3/31/01			9/30/02			
Contingency Account	3/31/01			9/30/02			
Whispering Oaks							
CA16PO92-003							
Tree trimming	3/31/01			9/30/02			
Replace wall furnaces	3/31/01			9/30/02			
Repair/replace front door	3/31/01			9/30/02			
systems							

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

<b>PHA Name:</b> Area Housing Authority of the County of Ventura			<b>Grant Type and Number</b> Capital Fund Program No: (CGP) CA16PO92-70899 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> <b>1999</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Gutters & Down-spouts On Bungalows	3/31/00			9/30/02			
Replace electrical room Doors	3/31/00			9/30/02			
Replace rooftop HVAC	3/31/00			9/30/02			
Florence Janss CA16PO92-005							
Exterior lighting Upgrades	3/31/00			9/30/02			
Repair exterior siding And porch rails	3/31/00			9/30/02			
Leggett Court CA16PO92-007							
A/C Replacement	3/31/00			9/30/02			

## Part III: Implementation Schedule

PAGE 4 OF 4

# CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Area Housing Authority of the County of Ventura		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16PO9250100 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2000
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) X Performance and Evaluation Report for Period Ending: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	72,445.00		55,445.00	
	Management Improvements Hard Costs				
4	1410 Administration	53,334.00		48,834.00	
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	87,883.00		72,923.00	4,139.00
8	1440 Site Acquisition				
9	1450 Site Improvement	42,661.00		2,000.00	2,000.00
10	1460 Dwelling Structures	278,668.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	6,500.00		696.99	696.99
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	11,961.00			
	Amount of Annual Grant: (sum of lines 1-19)	554,452.00		177,202.00	6,139.00
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line (10) Related to Energy Conservation Measures	278,668.00			
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
						Original/Revised		Obligated/Expended	
Agency-Wide									
Management	Resident Services Administrator		1408		55,445.00		55,445.00	0.00	
Improvements									
	PHA Staff Training				5,000.00		0.00	0.00	
	Resident Education Tutoring				700.00		0.00	0.00	
	Resident training support				6,212.00		0.00	0.00	
	Resident integrity				5,088.00		0.00	0.00	
	Total 1408								
Administration	Housing assets Manager		1410		21,000.00		21,000.00	0.00	
	Fringe Benefits				7,452.00		7,452.00	0.00	
	CFP Clerical support				9,600.00		9,600.00	0.00	
	Accounting Tech				10,782.00		10,782.00	0.00	
	PHA related travel				4,000.00		0.00	0.00	
	Sundry				500.00		0.00	0.00	

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Administration	Total 1410				53,334.00		48,834.00	0.00	
(continued)									
Audit Fees	Audit Fee		1411		1,000.00		0.00	0.00	
	Total 1411				1,000.00		0.00	0.00	
Fees and Costs	Construction Management/		1430		59,184.00		59,184.00	0.00	
	Contract Compliance								
	CGP Update Fees				6,000.00		0.00	0.00	
	Housing Asset Manager				9,600.00		9,600.00	0.00	
	PHA Wide A & E Fees				13,099.00		4,139.00	4,139.00	
	Total 1430				87,833.00		72,923.00	4,139.00	
Non-Dwelling	Maintenance Tools		1475		5,000.00		696.99	696.99	
Equipment									
	Office Equipment				1,500.00		0.00	0.00	
	Total 1475				6,500.00		0.00	696.99	



**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Contingency	PHA Contingency		1502		11,961.00				
Account									
	Total 1502				11,961.00				
Whispering Oaks	Tree trimming (phase 2)		1450	17	3,000.00		0.00	0.00	
CA16PO92-003									
	Total 1450				3,000.00		0.00	0.00	
	HVAC Replacement		1460	101	85,345.00		0.00	0.00	
	Total 1460				85,345.00		0.00	0.00	
Florence Janss	Tree trimming (phase 1)		1450	32	2,000.00		2,000.00	2,000.00	
CA16PO92-005									
	Total 1450				2,000.00		2,000.00	2,000.00	
	Replace wall furnaces (phase 1)		1460	14	11,431.00		0.00	0.00	
	Replace through wall A/C units			64	53,169.00		0.00	0.00	
	Total 1460				64,600.00		0.00	0.00	

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Leggett Court CA16PO92-007	Repair and stain rear patio enclosures		1460	49 units	7,350.00		0.00	0.00	
	Total 1460				7,350.00		0.00	0.00	
Roth Apartments CA16PO92-009	HVAC Replacement		1460	34	46,000.00		0.00	0.00	
	Total 1460				46,000.00		0.00	0.00	
Tafoya Terrace CA16PO92-010	Tree Trimming (phase 1)		1450	15	2,000.00		0.00	0.00	
	Total 1450				2,000.00		0.00	0.00	
	Replace wall heaters		1460	30	22,500.00		0.00	0.00	
	Replace through wall A/C			30	34,000.00		0.00	0.00	
	Total 1460				56,500.00		0.00	0.00	
Ellis Terrace CA16PO92-015	Tree Trimming (phase 1)		1450	13	2,000.00		0.00	0.00	
	Driveway/parking lot repairs			LS	5,000.00		0.00	0.00	
	Total 1450				7,000.00		0.00	0.00	

## Part II: Supporting Pages

PAGE 5 OF 5

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		<b>Grant Type and Number</b> Capital Fund Program No: CA16PO92-50100 Replacement Housing Factor No:					<b>Federal FY of Grant:</b> 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Resident Services	3/31/02		12/31/00	9/30/03			
Administrator							
PHA Staff Training	3/31/02			9/30/03			
Resident Education	3/31/02			9/30/03			
Tutoring							
Resident Training	3/31/02			9/30/03			
Resident Integrity	3/31/02			9/30/03			
Housing Assets	3/31/02		12/31/00	9/30/03			
Manager							
Fringe Benefits	3/31/02		12/31/00	9/30/03			
CFP Clerical support	3/31/02		12/31/00	9/30/03			
Accounting Tech	3/31/02		12/31/00	9/30/03			
PHA related travel	3/31/02			9/30/03			
Sundry	3/31/02			9/30/03			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50100 Replacement Housing Factor No:					Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Auditor Fees	3/31/02			9/30/03			
Construction/Managt.	3/31/02		12/30/00	9/30/03			
Contract Compliance							
CGP Update Fee	3/31/02			9/30/03			
Housing Assets	3/31/02		12/30/00	9/30/03			
Manager							
A & E Fees	3/31/02			9/30/03			
Maintenance Tools	3/31/02			9/30/03			
Office Equipment	3/31/02			9/30/03			
Contingency Account	3/31/02			9/30/03			
Whispering Oaks							
CA16PO92-003							
Tree Trimming	3/31/02			9/30/03			
HVAC Replacement	3/31/02			9/30/03			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50100 Replacement Housing Factor No:					Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Florence Janss							
CA16PO92-007							
Tree Trimming	3/31/02		12/30/00	9/30/03			
Replace wall furnaces	3/31/02			9/30/03			
Replace through wall A/C units	3/31/02			9/30/03			
Leggett Court							
CA16PO92-007							
Repair and stain rear Patio enclosure	3/31/02			9/30/03			
Roth Apartments							
CA16PO92-009							
HVAC Replacement	3/31/02			9/30/03			
Tafoya Terrace							
CA16PO92-010							
Tree Trimming	3/31/02			9/30/03			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50100 Replacement Housing Factor No:					Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CA16PO92-010							
(continued)							
Replace wall heaters	3/31/02			9/30/03			
Replace through	3/31/02			9/30/03			
Wall A/C							
Ellis Terrace							
CA16PO92-015							
Tree Trimming	3/31/02			9/30/03			
Driveway/parking	3/31/02			9/30/03			
Lot repairs							
Replace commodes with	3/31/02			9/30/03			
1.5 gallon							
Replace bathroom lights	3/31/02			9/30/03			
With fluoresce							

## Part III: Implementation Schedule

[illegible]



# CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Area Housing Authority of the County of Ventura		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16PO9250101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2001
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$87,971.00			
	Management Improvements Hard Costs				
4	1410 Administration	\$65,651.00			
5	1411 Audit	\$1,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$94,701.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$6,000.00			
10	1460 Dwelling Structures	\$275,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$17,468.00			
13	1475 Nondwelling Equipment	\$6,500.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	\$12,629.00			
	Amount of Annual Grant: (sum of lines 2-19)	\$566,920.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line (12) related to Security- Hard Costs	\$4,468.00			
	Amount of line (9/10) Related to Energy Conservation Measures	\$6,000.00/\$275,000.00			
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
<b>PHA-WIDE</b>	<b>Management Improvements</b>								
	Resident Services Administrator		1408	LS	\$63,771.00				
	PHA Staff Training		1408	LS	\$5,000.00				
	Resident Education/Vocational Fund		1408	LS	\$700.00				
	Resident Training/Support		1408	LS	\$6,000.00				
	Resident Integrity		1408	LS	\$5,000.00				
	FSS Coordinator		1408	LS	\$7,500.00				
	Subtotal 1408				\$87,971.00				
<b>PHA-WIDE</b>	<b>Administrative</b>								
	Housing Assets Manager (35%)		1410	LS	\$26,870.00				
	Fringe Benefits		1410	LS	\$10,116.00				
	Accounting Staff (25%)		1410	LS	\$12,473.00				
	PHA Related Travel		1410	LS	\$4,000.00				
	CFP Clerical Support		1410	LS	\$11,692.00				
	Sundry		1410	LS	\$500.00				
	Subtotal 1410				\$65,651.00				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
						Original/Revised		Obligated/Expended	
PHA-WIDE	Audit Fee								
	Annual Audit Fee		1411	LS	\$1,000.00				
	Subtotal 1411								
PHA-WIDE	Fees and Costs								
	Construction Management/Contract		1430	LS	\$65,685.00				
	Administrator								
	CFP Consultant Fees		1430	LS	\$2,500.00				
	Housing Asset Manager		1430	LS	\$11,516.00				
	PHA Wide A & E Fees		1430	LS	\$15,000.00				
	Subtotal 1430				\$94,701.00				
PHA-WIDE	Non-Dwelling Equipment								
	Maintenance Tools		1475	LS	\$4,000.00				
	Office Equipment		1475	LS	\$2,500.00				
	Subtotal 1475				\$6,500.00				
PHA-WIDE	Contingency		1502	LS	\$12,629.00				
	Subtotal 1502				\$12,629.00				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
Whispering Oaks	Site Improvements								
CA16PO92-003	HVAC Replacement (Bungalows)		1460	60	\$80,000.00				
	Total 1460				\$80,000.00				
Florence Janss	Non-Dwelling Structures								
CA16PO92-005	Replace Utility Room Doors		1470	6	\$3,000.00				
	Total 1470				\$3,000.00				
Leggett Court	Dwelling Structures								
CA16PO92-007	HVAC Replacement		1460	49	\$190,000.00				
	Total 1460				\$190,000.00				
	Non-Dwelling Structures								
	Security Camera Upgrades		1470	4	\$1,468.00				
	Total 1470				\$1,468.00				
Roth Apartment	Dwelling Structures								
CA16PO92-009	Closet Door Replacement		1460	17 units	\$5,000.00				
	Total 1460				\$5,000.00				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original/Revised		Obligated/Expended		
<b>Roth Apartments</b>	<b>Non-Dwelling Structures</b>								
CA16PO92-009	Security Camera Upgrades		1470	4	\$1,500.00				
(Continued)	Total 1470				\$1,500.00				
<b>Ellis Terrace</b>	<b>Site Improvements</b>								
CA16PO92-015	Trash Area Renovation		1450	1	\$3,500.00				
	Total 1450				\$3,500.00				
	<b>Non-Dwelling Structures</b>								
	Security Camera Upgrades		1470	4	\$1,500.00				
	Laundry room/Maintenance room Rehab			1	\$10,000.00				
	Total 1470				\$11,500.00				
<b>Fiore Gardens</b>	<b>Site Improvements</b>		1450	23	\$2,500.00				
CA16PO92-016	Remove/Replace trees and re-stake								
	Total 1450				\$2,500.00				

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Resident Services	3/31/03			9/30/04			
Administrator							
PHA Staff Training	3/31/03			9/30/04			
Resident Education/ Vocational Fund	3/31/03			9/30/04			
Resident Training/ Support	3/31/03			9/30/04			
Resident Integrity	3/31/03			9/30/04			
FSS Coordinator	3/31/03			9/30/04			
Housing Assets Manager	3/31/03			9/30/04			
Fringe Benefits	3/31/03			9/30/04			
Accounting Staff	3/31/03			9/30/04			
PHA Related Travel	3/31/03			9/30/04			
CFP Clerical Support	3/31/03			9/30/04			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Sundry	3/31/03			9/30/04			
Auditor Fees	3/31/03			9/30/04			
Construction Managt./ Contract Administrator	3/31/03			9/30/04			
CFP Consultant	3/31/03			9/30/04			
Housing Assets Manager	3/31/03			9/30/04			
PHA Wide A & E Fees	3/31/03			9/30/04			
Maintenance Tools	3/31/03			9/30/04			
Office Equipment	3/31/03			9/30/04			
Contingency	3/31/03			9/30/04			
Whispering Oaks CA16PO92-003							
HVAC Replacement	3/31/03			9/30/04			

**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Florence Janss CA16PO92-005							
Replace Utility Room Doors	3/31/03			9/30/04			
Leggett Court CA16PO92-007							
HVAC Replacement	3/31/03			9/30/04			
Security Camera Upgrade	3/31/03			9/30/04			
Roth Apartment CA16PO92-009							
Closet Door Replacement	3/31/03			9/30/04			
Security Camera Upgrade	3/31/03			9/30/04			



**Annual Statement/Performance and Evaluation Report (12/31/00)****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Ellis Terrace							
CA16PO92-005							
Trash Area	3/31/03			9/30/04			
Renovation							
Security Camera	3/31/03			9/30/04			
Upgrade							
Laundry Room/	3/31/03			9/30/04			
Maint. Room Upgrade							
Fiore Gardens							
CA16PO92-016							
Remove/Replace	3/31/03			9/30/04			
Trees and re-stake							

## Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

### Annual PHDEP Plan Table of Contents:

1. General Information/History .....	1
2. PHDEP Plan Goals/Budget .....	2
3. Expenditure/Obligation Milestones.....	7
4. Certifications.....	7

### Section 1: General Information/History

**A. Amount of PHDEP Grant** \$81,374

**B. Eligibility type (Indicate with an "x")**      N1 \_\_\_\_\_ N2 \_\_\_\_\_      R   X  

**C. FFY in which funding is requested** FFY 2001

#### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The AHA's PHDEP program includes elements to:

- Initiate the development of a computer lab for all residents. When lab is established, instruction will include computer operation, Windows, the Internet, and accessing jobsearch information in conjunction with the CalWORKS program.
- Allow adults and youths access to educational and selfimprovement opportunities.
- Continue youth activities through partnerships with local youth organizations and educational/recreational agencies to build character and provide activities both onsite and off-site as alternatives to "the street," drugs, and gang involvement.
- Provide a continued law-enforcement presence to act as a deterrent to crime and to foster interaction and communication among residents, police officers, and the AHA.
- Utilize after-school tutoring and activities, summer camps, and recreational/sports classes to promote a drug-free environment and learning from positive role models
- Enhance residents' ability to obtain or retain employment and enhance job advancement through supportive services.

#### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

## Area Housing Authority of the County of Ventura

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s) <sup>1</sup>
Ellis Terrace, Camarillo, CA 93010	26	60
Fiore Gardens, Thousand Oaks, CA 91360	49	123
Leggett Court, Thousand Oaks, CA 91362	48	
Roth Apartments, Meiners Oaks, CA 93023	34	57

### F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

**6 Months**\_\_\_\_\_ **12 Months**\_\_\_\_\_ **18 Months**\_\_\_\_\_ **24 Months** **X** **Other** \_\_\_\_\_

### G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$151,500	CA16DEP0920195	\$0	GE	Closed
FY 1996	\$177,500	CA16DEP0920196	\$0		Closed
FY 1997	\$105,300	CA16DEP0920197	\$0		Closed
FY 1998	\$105,300	CA16DEP0920198	\$0		Closed
FY 1999	\$78,079	CA16DEP0920199	\$21,157		12/01
FY 2000	\$81,374	CA16DEP0920100	\$81,374		12/03

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The broad goal/objective of the AHA’s PHDEP plan is drug prevention for youths. Program elements provide the positive influences, strategies, and involvement recognized as crucial for youths at risk for substance abuse and criminal activity. Although the goals and objectives are difficult to quantify, the AHA has identified three indicators to use as “yardsticks” for the evaluation and monitoring of PHDEP efforts and program success: the number of certain types of calls for service from the AHA’s developments, the number of adult and juvenile

<sup>1</sup> Note: Some individuals participate in more than one activity.

Number of individuals served is limited by available budgeted activities.

## Area Housing Authority of the County of Ventura

arrests in the immediate area (reporting district) surrounding the AHA's developments, and the level of participation in proposed activities.

The indicators will be monitored, summarized, and evaluated through the use of an "indicator summary" form. Another tool used by the PHDEP Grant Administrator to ensure program compliance and to indicate participants' commitment is a Drug Elimination Contract. This contract reflects the participant's and/or parent's willingness to comply with program requirements and gives the Grant Administrator a way to determine if program activities are appropriate or need to be modified.

Plan partners include local youth organizations and educational/recreational agencies that will conduct the activities, assist with monitoring the program, and help achieve program goals.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$81,374
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$81,374</b>

### C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

## Area Housing Authority of the County of Ventura

<b>9160 - Drug Prevention</b>		<b>Total PHDEP Funding: \$81,374</b>
Goal(s) for Proposed Activities 1 thru 5	To provide a variety of program elements aimed at long-term anti-drug strategies.	
Objectives for Proposed Activity 1	<ul style="list-style-type: none"> <li>Have residents explore new activities.</li> <li>Create liaison person who would promote/advertise activities and handle registration.</li> </ul>	
Objectives for Proposed Activity 2	<ul style="list-style-type: none"> <li>Involve Ellis Terrace parents with team coaching or coordinating a carpool to transport players to practices and games.</li> </ul>	
Objectives for Proposed Activity 3	<ul style="list-style-type: none"> <li>Coordinate same age youth into teams or create team from Ellis Terrace to facilitate carpooling to activities.</li> </ul>	
Objectives for Proposed Activity 4	<ul style="list-style-type: none"> <li>Conduct a class in the community room for adults and youths.</li> </ul>	
Objectives for Proposed Activity 5	<p>Teen Program:</p> <ul style="list-style-type: none"> <li>Provide teen outing to the Museum of Tolerance.</li> <li>Have Outreach Counselor conduct session on Drug Awareness.</li> </ul> <p>Recreation Program:</p> <ul style="list-style-type: none"> <li>Have the Teen Program and Recreation Program participants partner to perform an activity for the community.</li> </ul>	
Goal(s) for Proposed Activity 6	To reinforce a partnership with the Thousand Oaks Police Department and afford the opportunity for officer and resident interaction by providing space and minimal facilities for officers to prepare reports.	
Objectives for Proposed Activity 6	To encourage a law-enforcement presence at the development, serve as a deterrent to potential criminals, and facilitate dialogue between residents, officers, and the AHA.	
Goal(s) for Proposed Activity 7	To assist residents with tuition, fees, and other costs related to academic or vocational classes.	
Objectives for Proposed Activity 7	<ul style="list-style-type: none"> <li>To reimburse for support needs which facilitate residents taking advantage of free language skill, vocational, and educational opportunities. Typical support needs include training materials for courses, supplies, mileage reimbursement, and daycare. The AHA would defray tuition costs and non-resident fees (if applicable) from this budget.</li> <li>To provide PHDEP staff training in the form of seminars, workshops, and coordination with other agencies on effective drug-prevention programs.</li> </ul>	
Goal(s) for Proposed Activity 8	To augment the primary PHDEP grant administration/program evaluation function fulfilled by the Resident Services Administrator (who is funded completely from other sources).	
Objectives for Proposed Activity 8	To participate in coordinating and executing program elements, monitor program participation and interest, and provide feedback to the Grant Administrator on successes, redirections if needed, and provider level and quality of service.	
Goal(s) for Proposed Activity 9	To instruct residents on the use of computers and provide easy access to jobsearch information.	
Objectives for Proposed Activity 9	To initiate the development of a computer lab for all residents. When lab is established, instruction will include computer operation, Windows, the Internet, and accessing job-search information in conjunction with the CalWORKS program.	
Goal(s) for Proposed Activity 10	To provide a Pedaling/Paddling Against Youth Violence (PAYV) program in conjunction with the Oxnard Police Activities League as an anti-drug/anti-violence prevention and intervention effort.	
Objectives for Proposed Activity 10	To provide team-oriented activities (biking and kayaking) for youths with qualified police officers as supervisors and mentors. Program activities include one day mountain bike rides for 8 hours on a novice trail and attendance at one meeting for 2 hours at the PAYV facility, and one kayaking trip for 8 hours at the Channel Islands Marina and attendance at one meeting for 2 hours at the PAYV facility. Equipment, such as helmet, glasses, life jacket, paddle, etc, is provided. Transportation to and from activities is included.	

## Area Housing Authority of the County of Ventura

Goal(s) for Proposed Activity 11	To expose residents to the college environment and cultural awareness activities.
Objectives for Proposed Activity 11	To provide the opportunity for residents to accompany a student during a day of classes, attend an activity such as a sporting event, and help in the preparation of a cultural awareness week at California Lutheran University (CLU). Transportation to and from activities is included.
Goal(s) for Proposed Activity 12	To enhance security measures at the four family developments to promote onsite safety and resident security.
Objectives for Proposed Activity 12	To upgrade security camera installations.
Goal(s) for Proposed Activity 13	To ensure appropriate grant oversight and administration.
Objectives for Proposed Activity 13	To provide funding for administrative costs.

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Ojai Recreation Dept. Youth Activity Program	20	Roth Apts.	All yr	End of 2 <sup>nd</sup> yr	\$15,721		- Increase in family participation - Decline in juvenile problems - Decline in theft
2. AYSO Youth Activity Program	15	<u>Ellis Terrace</u> Fiore Gardens Leggett Court Roth Apts.	Nearly all yr	End of 2 <sup>nd</sup> yr	\$3,000		- Increase in family participation (i.e., carpool to practice & games) - Decline in juvenile problems - Decline in vandalism and theft
3. Camarillo Family YMCA Youth Activity Program	15	Ellis Terrace	All yr	End of 2 <sup>nd</sup> yr	\$3,000		- Decrease in vandalism - Decrease in juvenile problems - Decrease in theft - Children participating in variety of sports
4. Pleasant Valley Recreation & Park District Youth Activity Program	30	Ellis Terrace	All yr	End of 2 <sup>nd</sup> yr	\$5,000		- Decrease in vandalism - Decrease in juvenile problems - Decrease in theft - Increase in summer camp registration
5. Conejo Recreation & Park District • Teen Program	15	Fiore Gardens & Leggett Court	20 wks/yr, Jan thru May	End of 2 <sup>nd</sup> yr	\$5,400		- Decrease in vandalism - Decrease in juvenile problems - Decrease in domestic disturbance - Increase in participation with community

Area Housing Authority of the County of Ventura

5. Conejo Recreation & Park District (cont'd)	30	Fiore Gardens & Leggett Court	Nearly all yr	End of 2 <sup>nd</sup> yr	\$3,000		- Decrease in vandalism - Decrease in juvenile problems - Increase in adult participation - Increase in adult exploration of other activities
• Summer Camps	20	Fiore Gardens & Leggett Court	8 wks/yr, Jun thru Jul	End of 2 <sup>nd</sup> yr	\$11,520		- Increase in teen participation - Decrease in children left alone during summer days - Exploration of other activities in a structured environment
6. Police Workstation	123	Leggett Court	All yr	End of 2 <sup>nd</sup> yr	\$600		- Decrease in calls for service - Decrease in disturbances - Decrease in vandalism - Increase in communications with residents
7. Contingency Fund for educational costs, class materials, supportive services, training, etc.	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	All yr	End of 2 <sup>nd</sup> yr	\$6,976		Number of various activities utilized by residents
8. Grant Administrator Assistant	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	Approx 4 mths/yr, Jun thru Sep	End of Sep 2 <sup>nd</sup> yr	\$10,000		6-month evaluation by PHDEP Administrator
9. Computer Lab	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	All yr	End of 2 <sup>nd</sup> yr	\$7,000		No. of residents utilizing equipment and training opportunity
10. Pedaling/Paddling Against Youth Violence (PAYV) Program	30	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	Approx 4 mths/yr, May thru Aug	End of Aug each year	\$3,295		- Decrease in domestic disturbance - Level of youth participation
11. College/Cultural Outreach Program	20	Ellis Terrace Fiore Gardens Leggett Court Roth Apts	All yr	End of 2 <sup>nd</sup> yr	\$500		Participation in community activities
12. Security Camera Upgrades	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts	All yr	End of 2 <sup>nd</sup> yr	\$3,362		- Increase in resident safety - Decrease in vandalism and theft
13. Administrative Costs	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts	All yr	End of 2 <sup>nd</sup> yr	\$3,000		Timely reporting/tracking

Area Housing Authority of the County of Ventura



## Area Housing Authority of the County of Ventura

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Prorated activities 1 thru 11	\$32,437	Prorated activities 1 thru 11, 12, & 13	\$81,734
9170				
9180				
9190				
<b>TOTAL</b>		\$32,437		\$81,734

### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

# Area Housing Authority Organization Chart

